

**Scottish Independent Advocacy Alliance**

**Role of the Board of Directors 2022**

**Mission Statement**

To actively influence, support and maintain high quality independent advocacy which uphold people’s human rights by:

* Relationship building
* Growing grassroots independent advocacy
* Evidencing quality
* Promoting independent advocacy
* Safeguarding independence

**General Responsibilities of the Board of Directors**

The role of the Board of Directors is to work under the direction of the Chair to ensure integrity, to provide governance and to work in partnership with the Director to achieve the aims of the SIAA.

**The Main Duties of Board Members**

* To ensure that the SIAA conducts its business in accordance with its Constitution, Memorandum and Articles of Association and in adherence with relevant legislation.
* To conduct themselves in accordance with [OSCR](https://www.oscr.org.uk/managing-a-charity/trustee-duties/) guidance and good practice and [The Nolan Principles](https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life--2).
* To govern the organisation within best practice frameworks.
* To attend Board meetings (and relevant subgroups) regularly and contribute actively to the role of the Board in determining strategy, approving policy and monitoring performance.
* To ensure that the organisation’s resources are deployed in such a way as to ensure the SIAA meets its objectives and that the SIAA’s finances are systematically accounted for, audited and made publicly available.
* To oversee the management of the SIAA and future development of the organisation.
* To promote effective relationships between Board members and staff, member organisations, other advocacy organisations, the Scottish Government and others who are important to the organisation and independent advocacy in Scotland.
* To participate where appropriate in the recruitment of staff.
* To safeguard the ethos of the organisation and to promote the organisation and its work, along with fellow Board members and staff, to existing and potential funding agencies and relevant others.
* To contribute any specific skills, knowledge and experience to assist the Board of Directors reach sound decisions.

**Skills, knowledge and experience of individual Board Members**

The SIAA may require different skills; knowledge and experience from Directors at different times and therefore the SIAA expect Directors to bring:

* A clear vision of the SIAA’s aims and objectives and understanding of the role of the SIAA.
* An ability to think strategically.
* A clear understanding of the role of the Board.
* A clear understanding of good practice regarding governance.
* Time and interest to devote to the Board and the responsibilities of the Board - to read Board papers in advance of meetings and regularly attend Board meetings which will be held every two months; and to attend and actively participate in subgroups and working groups.
* An interest in keeping up to date and informed about the SIAA’s activities.
* Ability to contribute to meetings and to the SIAA’s leadership and direction, accountability and development in a relevant and constructive way.
* Knowledge about independent advocacy and commitment to its principles and standards.

**Further Information**

Time Commitment

The Board meets approximately every 2 months in addition to a number of Board subgroups that oversee the operational governance of the SIAA. All meetings will be held online, other than the AGM which will be held in person. Commitments will include:

* 6 Board meetings per year, including the AGM in November.
* Chairing and/or attending at least one Board subgroup meeting as appropriate There are four subgroups, three of which meet approximately four weeks before the Board/AGM. The remaining subgroup meets four weeks prior to every second Board meeting.
* It is hoped that Trustees will give time to support the SIAA events.

Term of Office

Appointments are for an initial 1-year term and may be re-elected at the AGM. Co-opted members will not be re-elected.

Remuneration

The positions are voluntary and unremunerated. Reasonable out-of-pocket expenses will be paid in line with our policies.

Training

Board members will receive an induction, along with access to further training and development opportunities.

Equal Opportunities

We welcome the many benefits that diversity in our workforce and Board brings and to creating an inclusive environment where all people can contribute to reaching their full potential, regardless of individual characteristics or circumstances.