



Volunteer specification for Board Trustee with Fundraising Specialism at A Place in Childhood (APiC)

Introduction

A Place in Childhood (APiC) is a Scottish Charitable Incorporated Organisation (SCIO) on a mission to promote and conceive Inclusive Child-Friendly Environments through practice-based Research, Advocacy and Action. Our team represents the cutting-edge of theory, research and participatory practice, and underpinned by the UN Convention on the Rights of the Child (UNCRC), we place children at the heart of everything we do.

We believe young citizens' access to inclusive child-friendly environments is a human right and a biological, psychological and social necessity. It has been proven to improve mental and physical health, development and attainment, community spirit and interaction, creativity and innovation, and environmental awareness, while reducing stress, anti-social behaviour and crime. It is also in freefall decline, with significant negative consequences now and in the future for our social, economic and natural environments as a whole.

There is an imperative for all stakeholders involved in shaping the places we live to understand the UNCRC, their responsibility to uphold it proactively, and the 'what' and 'how' of best practice. APiC's services address this need, helping to shape better places for children, while building knowledge and cultural capital towards a step-change in approaches and attitudes towards providing, protecting and facilitating children's participation.

APiC was constituted in August 2018, and since then has embarked on a number of innovative and exciting projects with significant positive impacts on the children and young people of Scotland and the rest of the UK.

What we're looking for

As our charity grows, we are seeking to diversify income streams and ensure we can understand and meet the emerging needs of a variety of funders. At present, APiC's funding has come from direct pitches or tenders with public and third sector organisations. Operating in the spirit of a social enterprise, we are now keen to develop a robust, future-ready fundraising strategy that aligns with our business plan and ensure continued promotion of our ideas and activities outside of specific project work. Contributions from a board member with fundraising expertise will also improve our understanding and capacity to submit successful funding bids.

The ideal volunteer would share our aims at improving the implementation of children's rights and better design and planning of our built environment. An understanding of child and or related funding avenues in the UK would also be of benefit to this role. However, prior experience of working in this area is not required. This is a time of fast growth for the charity, and we see wide and varied opportunities for expanding our trading and service offer for which our new Board Trustee would play a vital role.

Our expectations of you

Trustees take ultimate responsibility for the work that APiC does, and the way in which it spends money, to achieve its aims. This includes ensuring the charity meets regulations set out by the Office of the Scottish Charity Commission (OSCR). It is an important responsibility, focussing on the strategic direction of the organisation, agreeing plans and budgets, and holding the co-executive directors to account for the delivery of the plans.

Key Responsibilities¹

- To agree the vision, mission and strategic plan for APiC
- To contribute to the development and implementation of a robust fundraising strategy with full support of the Board of Trustees, in line with the vision, mission and strategic direction of APiC
- To support the development and writing of effective grant applications across the Board and executive team

¹ More on the legal responsibilities of board trustees can be found on [OSCR's website](#).



- To hold the co-executive Directors accountable to any variance in planned fundraising activities, and provide them with regular, constructive feedback on effective routes to funding
- To safeguard APiC's reputation, and other intangible assets
- To reflect annually on the Board's performance and your own performance as a Trustee
- To draw on their interest in finance/fundraising and be able to identify opportunities from their network that may benefit APiC

Key Areas of Influence

- Help shape the development and delivery of APiC's fundraising strategy
- Attend Board meetings, read relevant papers in advance and be prepared to contribute to proceedings
- Guide and support staff and Trustees in effective fundraising activities
- Respond in a timely manner to any requests for fundraising advice or support
- Be prepared to act as a spokesperson for APiC

We also ask that Board Members can offer

- An understanding of and commitment to the values of APiC
- Willingness to volunteer and devote the necessary time and effort
- Good, independent judgment
- Understanding and acceptance of the legal duties, responsibilities and liabilities of being a Trustee
- Ability to operate effectively and proactively as a member of a friendly team of staff and Trustees

In return, we can offer you the opportunity to be at the forefront of amplifying children's and young people's voices for the greater good, support you in developing your skills, and reimburse reasonable expenses for your attendance at meetings/events.

Member's Interests

Board members must ensure that no conflict arises, or could reasonably be perceived to arise, between company duties and your private interests – financial or otherwise. You must declare to the Board any private interests which may or may be perceived to conflict with your duties as director. The rule will require you to remove yourself from the discussion or determination of matters in which you have a financial interest. In matters where you have a non-financial interest, you should not participate in the discussion or determination of a matter where the interest might suggest a danger of bias.

Time commitment

The Board meets around every 6 weeks for 2 hours on a weekday evening (currently 4-6pm). For the first year, we are likely to need more support from you to develop and implement the fundraising strategy in collaboration with other Board members. However, we expect the time commitment and frequency of meetings will decrease after this.

You may also be asked to represent APiC at meetings with potential funders or influencers, or to attend or support staff and other volunteers at events and receptions. These may take place during weekdays or on evenings/weekends.

We expect to invite interested candidates to an informal discussion with current members of the Board on week commencing 10th May, with a view to starting soon after this.

Please contact info@aplaceinchildhood.org to express your interest or ask any questions about this role!