



Trustee Recruitment





Clackmannanshire Third Sector Interface (CTSI) is a single-door access point to the third sector in Clackmannanshire. Our goal is to provide **help and support** to people who want advice on running or starting any type of charity, social enterprise or voluntary group, as well as taking part in volunteering and community work.

Dear applicant...

Thank you for your interest in joining the Board of Directors at Clackmannanshire Third Sector Interface (CTSI). We've put together this information pack to provide you with all the necessary details for your application to volunteer with us.

Becoming a trustee for a charity is a rewarding experience, and being part of the Board of Directors for a Third Sector Interface (TSI) like ours is quite unique and interesting. If your application is successful, you'll have the chance to contribute to an innovative and forward-thinking charity, while also supporting our member organisations - a diverse range of charities, social enterprises, community organisations and volunteering more widely, that is supported by CTSI. Our Directors play a key role in fostering a vibrant third sector in Clackmannanshire.

The process for appointing new Directors is ongoing, and we'll keep you informed about the status of your application. Feel free to reach out to our Chief Officer, **Anthea Coulter** (anthea.coulter@ctsi.org.uk) if you'd like to discuss any of the positions before applying.

We truly appreciate your interest in joining us, and we look forward to the possibility of having you on our team.

Board of CTSI



Clackmannanshire's Third Sector

180 member organisations

**25% of population involved in formal
volunteering (Scottish Household Survey 2022)**

**65 social enterprises & 138 listings on Forth
Valley Social Enterprise Network directory**

**Over 900 Young volunteers achieving
almost 7000 Saltire Award hours every
year**

OUR PLAN

Volunteering Approach to a Wellbeing Economy

OUR VISION

Clackmannanshire has a vibrant and successful third sector that will help build wealth and health within communities through greater collaboration and partnership across sectors.

OUR MISSION

Clackmannanshire Third Sector Interface will enable our members to help improve people's lives through thoughtful and caring integrated service delivery and outcomes; a confident skilled workforce and voluntary management; and empowered places, with increased active community participation.

Volunteering is at the heart of a strong society

Volunteering is critical to our resilience going forward – we need people to feel they can be involved in their communities or their passions, making a difference to their place, people and environments.

This citizenship and empowerment is at the heart of a strong society and so the earlier we can get people involved in volunteering the better – and the more skilled and involved people are in taking leading roles as trustees, the more impactful is the work that the voluntary sector can play in a successful civil society. Every volunteer should be recognised and thanked for their contributions.

With our members, we have developed a new three-year plan launched in 2024 which has four strands all linked together – **Volunteering & Involving people; Voluntary Leadership; Community Wealth Building** and **Improving Health & Wellbeing**. By focusing our efforts on these areas, we aim to ensure that the third sector is developing, skilling up especially around areas like climate action and helping our local residents be as healthy as possible.

Our measures align with a Wellbeing Economy where the measure of success is the health of its people and place first. We also want to see a third sector that is innovative, responsive and ready to deliver new services to meet changing needs in our communities. It continues to be an exciting time and CTSI will be investing in our sector to ensure it is as prepared and ready to meet the challenges of the next three years.

Volunteering Approach to a Wellbeing Economy - What we will do...

Building Capacity • Voice of the Sector • Source of Knowledge • Connecting Partners

<p>Local Outcome Improvement Plans (LOIP5)</p> <p>Clackmannanshire will be active to businesses and people and ensure fair opportunities for all.</p> <p>Families; children and young people will have the best possible start in life.</p> <p>Women and girls will be confident and aspirational, and achieve their full potential.</p> <p>Our communities will be resilient and empowered so that they can thrive and flourish.</p> <p>Locality Plans</p> <p>Improving outcomes for children and young people living in poverty.</p> <p>Improving outcomes for women and girls living in Clackmannanshire.</p> <p>Improving outcomes for people living in Alloa South and East.</p> <p>OUTCOMES</p>	<p>Volunteering & Involving People</p> <ul style="list-style-type: none"> Develop primary school and family volunteering programme Youth volunteering 12-25years - increase the number of roles, numbers & sustained volunteering Relaunch Volunteer Ambassadors programme Celebrate volunteers throughout the year Volunteering for Wellbeing- Increase Community Health Champions programme & work with Sports Associations Lived experience of volunteering - Volunteer Managers' Forum and Volunteer Passport scheme Volunteering for women & girls <p>More people of all ages involved in volunteering</p> <p>Vulnerable groups access and participate in services they need.</p>	<p>Voluntary Leadership</p> <ul style="list-style-type: none"> Launch the TSI Scotland Online Training Platform Trustees' training & Gathering/Conference Calendar of events and training linked to themes of the year Training plan based on HSCP Workforce Development survey Promote Trustees' Network local and national options Celebrate trustees crucial roles <p>Third Sector Leaders & social entrepreneurs have the right knowledge, skills and support.</p>	<p>Community Wealth Building</p> <ul style="list-style-type: none"> Promote Fair Work Principles and Charter Promote FVSEN & online directory as part of regional economic approach Develop regional training plan to support growth and resilience of social economy Support continued community use of public land and assets to be socially productive Progress Cultural, Heritage and Tourism Strategy for the third sector Review and develop the Community Benefits process and impact measures Develop partnerships with third sector to deliver services <p>More successful partnerships, using CWB pillars helping transform Clackmannanshire.</p> <p>Communities are more involved in decisions that shape their place.</p>	<p>Improving Health & Wellbeing</p> <ul style="list-style-type: none"> Promote volunteering for health and wellbeing Support Locality Network and local service developments Support Community & Family Link Workers Network; Community Health & Digital Champion programme Support HSCP bulletin, ASK SARA, ALISS and other sources of information Work with Health Promotion and Shaping Places for Wellbeing on early intervention Support vulnerable groups to access third sector services they need <p>Healthier happier more active residents through community involvement.</p>	<p>Clackmannanshire & Stirling Health and Social Care Partnership</p> <p>Prevention, Early Intervention & Harm Reduction</p> <p>Independent Living Through Choice and Control</p> <p>Achieving Care Closer to Home</p> <p>Supporting People and Empowering Communities</p> <p>Reducing Loneliness and Isolation.</p> <p>Locality Plan</p> <p>Alcohol & drugs</p> <p>Supporting and promoting mental health & wellbeing</p> <p>Addressing health inequalities</p> <p>Communications - clear shared comms on the charity roles across community health care services.</p> <p>OUTCOMES</p>
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Click [here](#) to see our plan on a page

What does the role involve?

As a Director of CTSI you will:

- Safeguard the interests of the charity and lead the organisation to achieve its vision, mission and live by its values.
- Share responsibility for setting and delivering the strategy and ensuring good governance.
- Share responsibility for the good financial management of the charity.
- Represent CTSI to key agencies and stakeholders such as government, funding bodies, the community sector and the media.

You will carry out your role by:

- Attending meetings of the CTSI Board and ad hoc development/ strategy days.
- Report to the Annual General Meeting of CTSI members. Much of the Board's business will be conducted electronically and you will be expected to have regular access to email/ online meeting software.
- Take lead responsibility on some areas like health, community planning etc and represent in place of the Chief Officer.

Who are we looking for?

Essential

- Good understanding of social and economic landscape Clackmannanshire.
- Knowledge and understanding of current issues in the third sector.
- Understanding of the legal duties, responsibilities and liabilities of trustees.
- Experience of partnership working within and across organisations.
- Commitment to the vision, mission and values of CTSI.
- Commitment to integrity, honesty, impartiality and openness.
- Champion equality and diversity.
- Ability to understand and interpret financial information.

Desirable

- Experience working within, with or as a volunteer in the third sector.
- Knowledge and experience in our priority areas.
- Experience and understanding of our key themes including community wealth building.
- Knowledge of political decision-making and public policy development.

About the Role

As a Director, you will play a pivotal role in shaping our charity's strategic direction and good governance. You will ensure accountability to our members, our funders, the Office of the Scottish Charity Regulator (OSCR), Companies House and the public. Collaborating closely with our dedicated staff team you will represent CTSI at events, build partnerships, and contribute to our impactful initiatives.

Title - Director of CTSI (Voluntary role).

Reporting to - Collective reporting to CTSI Board of Directors & CTSI Members.

Location – Online or at a third sector venue in Clackmannanshire normally bi-monthly.

Duration - 3 year term with can be renewed for a maximum of 6 years (plus one year of contingency to stay on if required)
Time commitment – 3-4 hours/ month/meetings are currently bi-monthly.

Expenses - Reasonable incurred expenses will be reimbursed. Please note that the position of Director at CTSI is not remunerated.

What current Director roles are we seeking?

CTSI is seeking Directors with the following responsibilities or interests:

Health - including representation on Integration Joint Board (IJB) (non-voting member)

- Passionate about the role of the third sector to tackle health inequalities and provide high quality services.
- Understanding of wider third sector contribution to the delivery of health and social care provision.
- Review reports through lens of the third sector that are presented to the IJB and advocate for the third sector including timely commissioning.
- Able to take a strategic overview of role of third sector and communities in health landscape.
- Work in conjunction with the Locality Group Chair and local HSCP locality leads.
- Attend the HSCP Forum, Strategic Planning Group and Locality Network meetings.

Community Wealth Building – including occasional representation on Anchor Partnership meeting

- Passionate about the role of communities to deliver social and economic benefits.
- Advocate for the importance of third sector delivering cultural, heritage and tourism outcomes.
- Provide insight on how volunteering can be supported within local economies.
- Interest in how collective and partnership approaches can drive economic innovation.
- Experience of income generation and regeneration approaches can drive change.

Family Support – including occasional representation on Children & Young People’s Strategic Partnership/CLD Partnership

- Experience of children’s services/education and role of third sector and communities in supporting families.
- Provide independent support to the newly-developing Family Support Consortium and staff within CTSI enabling this change.
- Provide knowledge and experience around delivering change for children and young people.
- Passion for community learning and libraries.
- Genuine interest in national policy around family support, The Promise and other tackling poverty research.

How to apply

If you are interested in any of the roles, please get in touch with Anthea Coulter, Chief Officer for an informal discussion. Please phone on **01259 213840** or by email at **anthea.coulter@ctsi.org.uk**

Or please send your CV and a covering letter detailing why you would be interested in joining CTSI as a Director to **anthea.coulter@ctsi.org.uk**.

We would be grateful if you could also complete our **Equality and Diversity Monitoring** online form which you can find [here](#). Further information can be found on our website including our Annual Reviews and Annual Accounts at <https://ctsi.org.uk/publications>.

If you are successful in your application, you will be asked to sign a Trustee Declaration form stating that you are not disqualified or disqualified from acting as a trustee of a charity. You will be registered on Companies House and in time, due to the upcoming changes being introduced from the Charities Scotland Act 2023, on CTSI's OSCAR listing.

