

**JustRight Scotland**

**Trustee Recruitment Pack**

**2025**

**Introduction**

At JustRight Scotland we use the law to defend and extend people's rights.

As some of our current trustees come to the end of their term, we’re looking to formally appoint up to four new people to join our Board of Trustees in summer 2025.

From this new group we hope to appoint our future Chair or Co-Chairs to help steer our charity into the future.

We’re looking for people who share our vision of a fairer and more equal Scotland, and who are passionate about our core values:

* We are **strategic**
* We are **inclusive**
* We are **collaborative**; and
* We work with **integrity**.



At JustRight Scotland we operate four national centres of legal excellence, which provide the only specialist legal advice in these areas across Scotland: the [Scottish Refugee & Migrant Centre](https://www.justrightscotland.org.uk/what-we-do/migrant-refugee-rights/); the [Scottish Women's Rights Centre](https://www.justrightscotland.org.uk/what-we-do/womens-rights/); the [Scottish Anti-Trafficking & Exploitation Centre](https://www.justrightscotland.org.uk/what-we-do/anti-trafficking-exploitation/); and the [Scottish Just Law Centre](https://www.justrightscotland.org.uk/what-we-do/equality-disability/).

In 2020 we launched [JustCitizens](https://www.justrightscotland.org.uk/what-we-do/migrant-refugee-rights/just-citizens/): an advisory panel of people with lived experience of migration who are working to build a broad and inclusive vision of citizenship for people who choose to make Scotland their home.

We use evidence and experience from our frontline legal work and our wide network of relationships with community groups and national organisations, to influence wider policy, legislation and practices.

**Equality, Inclusion and Diversity**

**Equality is a human rights issue**

As a human rights organisation, we believe in making equality a reality for everyone.

We use the law to directly help people who don’t have equal access to justice including refugees, migrants, children, women survivors of gender-based violence, victims and survivors of trafficking, disabled people and trans people.

We also influence the law to tackle the underlying causes of unequal access to justice and rights.

Being inclusive is one of our guiding values. This means we are committed to being an anti-racist, trans-inclusive, enabling, intersectional feminist organisation. This applies to the work that we do, and the way that we do it.

As part of this commitment, we would like our Board and staff team to better reflect the communities we serve, and the wider community in Scotland. We strongly encourage applications from the following groups:

* People with personal, lived experience of the issues we work on (see our [website](https://www.justrightscotland.org.uk/what-we-do/) for details of what we work on)
* Black communities
* Minoritised ethnic communities
* Younger people (particularly those under 35)
* LGBT+ communities
* Disabled people

****Although we are a law centre, you don’t need to have legal training or experience, or to know about human rights law. We’re looking for people who share our vision and values, and bring different skills and experiences to our Board.

**What do our Trustees do?**

Our Board of Trustees are volunteers, who work together to govern the work of the charity. This involves:

* Preparing for and taking part in four **Board meetings** each year.
	+ At these meetings, you will help shape the charity’s strategy, oversee and guide the work of the CEO and senior staff team, scrutinise financial and operational reports, and make collective decisions about the charity’s budget, policies and procedures.
* Joining at least one **Board Committee** – currently Audit, Finance and Risk, HR and Board Development, and Policy, Strategy and Communications.
	+ This will involve preparing for and taking part in a further set of regular meetings to review reports from the CEO and senior staff team, discuss key issues relevant to the Committee’s subject area, and make recommendations for action to the full Board.
* Joining a **Board and staff development day** once a year.
	+ This helps us foster a sense of team working across our organisation, and helps staff understand your role as a Trustee.
* Taking part in **training** about different aspects of governing a charity.
	+ This helps make sure you understand your responsibilities in law, and in turn that our charity complies with everything we need to.

And if you join us as a specialist **Finance Trustee**, you will also:

* Review management accounts and cash flow reports.
* Scrutinise budgets and forecasts, helping to inform Board decision-making.
* Liaise with the CEO and senior staff about any extraordinary spending needs, ensuring affordability.
* Meet with our auditors to help finalise our annual accounts.

**What skills and experience do I need?**

Everyone who joins our Board should have:

* Skills in working as part of a team
* Skills in developing and overseeing strategy
* Skills in building positive relationships with other people
* A commitment to working collaboratively to achieve shared goals
* A demonstrable commitment to diversity and inclusion

We are also specifically looking for people with skills or experience in one or more of the following areas:

* Personal, lived experience of any of the issues that JustRight Scotland works on (see our website for details of what we work on)
* An understanding of governance in charities
* Experience of financial planning and management
* Experience of HR and people management
* Experience of fundraising
* Experience of campaigning and advocacy for social change
* Experience of organisational management and leadership in the third sector
* Knowledge and understanding of human rights in Scotland – that could be human rights in practice, or human rights law or policy.

You will also need to be eligible under charity law to become a charity trustee. You can find out about this from the [Office of the Scottish Charity Regulator](https://www.oscr.org.uk/) (“OSCR”).

****If your application is successful, you will also need to complete a [Protecting Vulnerable Groups (“PVG”) disclosure](https://www.mygov.scot/pvg-scheme).

**What kind of commitment is involved?**

Our Trustees are appointed for an initial three-year term. This can then be renewed for a second three years.

A comprehensive induction programme will prepare you for attendance at your first Board Meeting in November 2025.

You will need to commit around 8 hours each month on average. This includes preparing for and taking part in Board and Committee meetings, which are usually held on weekday evenings or at the weekend. It also includes keeping in touch by email, as needed.

Meetings are usually held in central Glasgow and you should expect to attend at least half of these in person. There is also the option to join remotely at other times subject to accessibility needs or unforeseen circumstances

**How to apply**

Please:

Fill in this [short form](https://justrightscotland-my.sharepoint.com/%3Aw%3A/r/personal/natalia_justrightscotland_org_uk/Documents/Documents/JustRight-Scotland-Trustee-Application-Pack-September-2025.docx?d=w1aa8ff2ba38d4368a83593dbcefd5f45&csf=1&web=1&e=dJ2RtY)

Fill in our [equality monitoring form](https://www.justrightscotland.org.uk/wp-content/uploads/2022/09/Equal-Opportunities-Monitoring-Form.docx)

*We particularly welcome applications from women and non-binary people, as well as people who bring a diversity of thought, mindset and background through their age, sexuality, race, ethnicity, nationality, geographic location or learning style. Please note, however, that we are looking for Trustees who either live, work or regularly spend time in Scotland.*

Send us a personal statement to go with your form. You can either send us a written statement of up to 750 words, or you can send us a voice note or audio recording of up to 5 minutes via WhatsApp - 07502724877. Please **do not** send us a video.

In your statement, please tell us:

*Why you want to join our Board*

* Please tell us what you like about JustRight Scotland and which parts of our work you’re most interested in.
* Indicate if you would be interested in taking on the role of Chair or Co-Chair in the future.

*What you would bring to the Board*

* Please tell us which skills and experiences you have that match what we’re looking for, and tell us about how you gained these.
* You can use examples from paid work, voluntary or community work, family life or anything else relevant.

*What you think about human rights*

* Please tell us about one or two important human rights issues affecting people in Scotland
* You can use examples from any part of your life or what you’ve seen and heard

You should send your completed forms and statement to recruitment@justrightscotland.org.uk by **Sunday August 31st, 2025.**

Interviews will take place on **Monday October 6th.** These will be held in central Glasgow with the option to join by video. We hope to confirm details with shortlisted candidates by week **starting 15th of September 2025.**

**If you’re interested but would like to learn more before applying**, join our co-chairs for an **informal online drop-in session** to find out what’s involved in becoming a Trustee.

It’s a great opportunity to ask questions and see if the role is right for you. The session will take place on Wednesday 23rd July from 5:30pm to 6:30pm. To register your interest and receive the Zoom link, please email recruitment@justrightscotland.org.uk.

Thank you for your interest in becoming a Trustee of JustRight Scotland. We look forward to hearing from you!