**Job Title: Trustee**

**Organisation:** The Scheme Livi  
**Location:** Livingston, West Lothian  
**Time Commitment:** 1–2 days per month  
**Remuneration:** Voluntary (reasonable expenses reimbursed)

The Scheme Livi was built from lived experience — of addiction, trauma, recovery, and everything in between. We know the system doesn’t always work for everyone, so we’re creating something different: a space that’s real, creative, and rooted in community. These values guide everything we do.

With a base of operations at West Lothian College, and having received funding to support their vision, the lads are making a real difference in their community. Every week people are coming together to explore creative outlets and express themselves in new ways, finding new ways to cope and heal, and bring some joy to their lives and each other.

We seek up to 3 new trustees to support our growth and sustainability.

We are particularly interested in people with lived experience of recovery and with expertise in fundraising. **Role Overview**

Trustees of the Scheme Livi play a pivotal part in ensuring the charity delivers on its mission, maintains strong governance, and operates with transparency and accountability.

**Key Responsibilities**

**Governance & Leadership**

* With the co-CEOs and other trustees and the Chair
  + setting the charity’s strategic direction and ensuring effective governance.
  + Ensure the Board fulfils its duties in line with legal and regulatory requirements.
  + Foster a culture of openness, collaboration, and constructive challenge.
  + Participate in board meetings and other events and meetings.

**External Relations**

* Represent the charity externally, acting as a spokesperson when appropriate.
* Build relationships with key stakeholders, funders, and partners.
* Champion the charity’s values and promote its work to wider audiences.

**Support to the Executive Team**

* Provide guidance and support to the co-Chief Executives and act as a sounding board.
* Ensure a healthy relationship between the Board and staff.

**Person Specification**

**Essential**

* Understanding of governance and the role of a charity trustee.
* Excellent communication and interpersonal skills.
* Commitment to the charity’s mission and values.

**Desirable**

* Experience in the charity or public sector.
* Knowledge of the charity’s area of work or community.
* Experience in fundraising, advocacy, or stakeholder engagement.
* Lived experience of recovery.