



Scotland Trustee and Chair of the Scotland Advisory Board

Time Commitment: Approximately 15 to 18 days per year (split over Trustee meetings and Advisory Board meetings)

Remuneration: Unremunerated (reasonable expenses reimbursed including travel, replacement care and childcare costs)

Location: Scotland Advisory Board meetings online, with one face to face meeting per year in central belt of Scotland. Quarterly Board meetings in London (in person preferred, hybrid possible)

As a Trustee of the UK Board of Carers Trust, you will play an important role in the oversight of the charity, ensuring that it delivers against its charitable objectives, is financially sustainable, has strong governance and safeguards the name and values of the organisation.

We are looking for someone with knowledge and expertise of the Scottish health and social care system, the third sector in Scotland and/or the wider public sector. As a Trustee you will add to and enhance our dynamic, experienced Board of Trustees and staff team. You may also be asked to sit on one of the charity's other subcommittees, which meet virtually.

This is a duel role, and also serves as the Chair of the Scotland Advisory Board. Our Scotland Advisory Board is a place to help share and inform our strategic priorities in Scotland. It is comprised of a group of highly qualified and skilled individuals, including unpaid carers, colleagues from our Network Partners and independent members who help us to deliver excellent outcomes for unpaid carers across Scotland. As Chair of the Scotland Advisory Board, you will foster a collaborative, supportive and challenging space for all members to actively contribute.

More generally, we're looking for a strategic, forward-thinking leader, someone who can challenge and champion our direction and bring fresh ideas. Your insight could shape where we go next and help steer how we develop our network relationships and local delivery. You will be ready to get stuck into understanding what makes our local services tick and how best we can help them to have the voice, capacity and impact to change the world for unpaid carers.

If you love collaborating with ambitious teams, challenging the status quo and finding smart, inventive ways to make an impact – this could be the perfect role for you.



Why Carers Trust

Carers are at the heart of everything we do. That's because unpaid carers are the people holding their communities together. Caring can be rewarding, but far too many carers are facing tough life challenges that can make it hard to keep on going. It could be money worries because they've had to give up work or the sheer exhaustion that can come from caring. Carers, of all ages, including young carers, need much more support. And that's why we're on their side, fighting for the recognition they deserve and delivering the services they need most.

We do this by partnering with our UK-wide network of local organisations, who collectively reached over one million carers last year. We work with our network to deliver the best possible support for carers - both nationally and locally. At national level we raise funds, influence governments and campaign for change. Then we turn this into what carers really need: small grants, up-to-date information and practical support. To learn more about our work, please click here to access our 23/24 impact report.

We're in a strong, stable position – strategically and financially – and we're investing in bold new ideas to support even more unpaid carers and local carer organisations across the UK. With a fresh approach, renewed energy and a clear focus, we're building something different.

Carers Trust is a £13 million charity, supporting a £150 million network of local carer organisations, all of whom are independently constituted charities in their own right. Last year we collectively reached over 1.1 million unpaid carers through our diverse range of local services. As the UK-body, Carers Trust leads influencing, campaigning and income generation on behalf of its network.

We are nearing the end of our current strategic plan and have started work to develop the next iteration of this – building on our achievements over the last three years whilst also recognising the ongoing challenges and future needs of carers and local carer organisations. Trustees play a key role in shaping our work and ensuring the delivery of our plans and we are now seeking a new Trustee who will broaden the diversity of thinking on our Board and who has the ambition and drive to make a difference.



About our work in Scotland

Caring affects us all, with three in five of us likely to become an unpaid carer at some point in our lifetime. Unpaid carers are the cornerstone of our stretched health and social care systems and save the Scottish Economy almost £16 billion per year. There are an anticipated 800,000 unpaid carers in Scotland, although we expect this is a significant underestimation.

Led by our Director for Scotland, anchored to our Glasgow office, our team of 14 staff in Scotland support almost 30 local carer organisations through our network, with programme funding, grants for carers, capacity building and much more. We host the Scottish Young Carers Services Alliance and the Scottish Young Carers Festival, providing a break for around 500 young carers each year over our two-day residential. Young people told us this year, "What an amazing #ycfest25 we had!!! Thanks to Carers Trust Scotland for organising such a fantastic event! We danced, sang, went through caves, ate our body weight in cake and had the best time!"

We work with unpaid carers to tell truth to power and influence the decisions that matter most to them, in health and social care, education and employment, and welfare. We develop programmes and test interventions, leading to systemic change to improve the lives of unpaid carers now and in the future.

Main responsibilities

(not an exhaustive list)

As a Trustee you will:

- Support and provide advice on Carers Trust's purpose, vision, goals and activities, ensuring that we are kept abreast of the opportunities and challenges in our internal and external operating environment.
- Ensure that Carers Trust complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- Contribute actively to the Board of Trustees' role in setting the strategic direction for the organisation and evaluating performance against agreed targets.
- Ensure that key strategic risks are identified, monitored and controlled effectively.
- Utilise experience and skills to provide strategic guidance to the Board and Executive Team of Carers Trust in areas of specialism.
- Consider and take decisions as a member of the Board of Trustees, in line with our agreed scheme of delegation.
- Provide support and challenge to the CEO and Executive Team in the exercise of their delegated authority and affairs.
- Promote equity, diversity & inclusion across Carers Trust and its network.



- Prepare for and attend Board meetings, appropriate committees and any necessary task and finish Groups as determined by the Board of Trustees.
- Safeguard the reputation and values of Carers Trust.
- Attend Carers Trust events where appropriate and act as a champion for the charity and its mission.
- Use independent judgement, act legally and in good faith to promote and protect Carers Trust interests, to the exclusion of their own personal and/or any third- party interests.

As Chair of the Scotland Advisory Board you will:

- Provide an effective line of communication between the Board of Trustees and the Scotland Advisory Board and Carers Trust Scotland.
- Chair the Scotland Advisory Board, and provide support and challenge to the Director for Scotland
- Foster an environment of inclusion, where the diverse range of members are supported and encouraged to be active contributors to the Scotland Advisory Board.

Person Specification ($\sqrt{}$



- Strong knowledge, understanding and experience of the operational environment for Scotland's local carer organisations, including health and social care, third sector and the political structures in Scotland.
- Strong commercial acumen and experience of supporting an organisation through growth.
- Strong verbal and communication skills; able to communicate to different audiences and willingness to participate in active discussion.
- Willingness and ability to understand and accept responsibilities and liabilities as a Trustee and to act in the best interests of the organisation in line with a commitment to the Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Compassion for, and an understanding of, the experience of unpaid carers.
- A strong personal commitment to equity, diversity and inclusion.
- Enthusiasm for our vision and mission and willingness to lead according to our values
- An ability to provide strategic direction to the Carers Trust Director of Scotland and to act as an effective Chair of the Scotland Advisory Board
- Strong network links and relevant connections to further Carers Trust Scotland's influencing and profile
- An ability to play a key role in the continued growth and success of Carers Trust in Scotland.



Carers Trust Values

Our values are at the heart of who we are and everything we do. They inspire our thinking, guide our actions, and ensure we deliver the very best for unpaid carers.

We are Trusted

We work as a trusted partner working collaboratively and building genuine relationships with unpaid carers, network partners and supporters to deliver the services we say we will. We behave with integrity, transparency, and value everyone's contribution to our work.

We are Inclusive

We recognise and set a value on listening to the diverse experiences of unpaid carers, local carer organisations and supporters. This helps us to meet the needs of unpaid carers in new ways and provides an open approach to collaboration which helps to shape truly inclusive services.

We are Courageous

We speak up, challenge and act when we see an opportunity or when there is an injustice. Together with unpaid carers, local carer organisations and supporters, we are bold and collaborative in creating effective change and lead the way in driving innovative ideas for improvement.

Terms of appointment

Trustees are appointed for a three-year term of office, with a renewal of up to three years.

The time commitment is estimated at approximately 15 to 18 days per year, comprising of:

- Four Board meetings per year, which are currently three-hour meetings. We understand that it may not be possible to attend every meeting in person, but we ask that Trustees attend at least one Board meeting per year in person, in London.
- Attendance at quarterly sub-committee meetings, where applicable. These meetings are two hours and are held online, via Microsoft Teams.
- One Board of Trustees away day per year.
- Three Scotland Advisory Board meetings per year. These are currently two hour meetings and are held online, via Microsoft Teams.
- One extended Scotland Advisory Board planning meeting every year. This is face to face in Scotland central belt.

This is a voluntary position, but reasonable expenses will be reimbursed – this includes the cost of travelling to board meetings and the cost of replacement care or childcare. We may also be able to provide IT equipment to facilitate attendance at online meetings if required.

Reasonable adjustments are also supported. We welcome applications from those who have experience of a caring role.



How to apply =

If you would like to arrange an informal conversation with a member of the Carers Trust team ahead of applying for the role please contact Anna Morgan on: amorgan@carers.org

To apply, please submit an up-to-date CV and supporting statement referencing the person specification in this pack and send it to Anna Morgan on: amorgan@carers.org

Closing date: Sunday 16th November



Commitment to diversity

We value a diverse and inclusive workplace and therefore strongly encourage applicants of all backgrounds to apply and join Carers Trust, irrespective of age, disability, sex, gender identity, pregnancy, maternity, race (including colour, nationality, and ethnic or national origins), sexual orientation, religion or belief, marital or civil partnership status, or caring responsibilities.

Our workforce and Trustees should be reflective of the carers we support and we therefore strongly encourage candidates from underrepresented backgrounds, including those who identify as:

- Global ethnic majority
- LGBTQQIA+
- Living with a disability
- From a faith minority.

Carers Trust is committed to making our recruitment practices barrier-free and as inclusive as possible for everyone. This includes making adjustments or changes for people who have a disability or long-term health condition or caring responsibilities. If you need any reasonable adjustments for any part of the recruitment process for any reason please let us know in confidence.

Data statement

The equal opportunities data collected during our recruitment process is essential for ensuring that our recruitment practices are fair, inclusive, and non-discriminatory. This data is used solely for monitoring and improving our equity diversity and inclusion efforts, as well as to ensure compliance with relevant equalities legislation. It is treated with the utmost confidentiality and stored securely, with access restricted to the people team at Carers Trust. The information helps us assess whether we are attracting and selecting a diverse pool of candidates and allows us to identify any barriers in our recruitment processes. We are committed to using this data to drive positive change, improve our recruitment strategies and promote equal opportunities for all candidates, regardless of their background.

Commitment to safeguarding

Carers Trust is committed to safeguarding the well-being of all service users, employees and volunteers who are involved in or affected by our work. All children and adults, regardless of age, disability, gender, racial heritage, religious belief, sexual orientation, caring responsibility or other identity, have the right to equal protection from all types of harm or abuse and to be treated with respect and dignity. All employees and volunteers have a duty to prevent the abuse of children and adults and report any safeguarding concerns to the relevant person. Our safeguarding lead is Angharad Orchard, Executive Director of Corporate Services.