

Soundplay Projects SCIO creates playful, creative and accessible experiences for individuals through sound, music and technology. As we grow, we're inviting new trustees to join our Board and help shape a future rooted in creativity, care and inclusion. We're looking for people who believe in shared leadership, thoughtful governance and the power of play. You don't need previous trustee experience for all roles — just curiosity, care and commitment.

Soundplay Projects SCIO is inviting new Trustees to join our Board and help shape the future of our inclusive, arts-based charity. We create playful, accessible creative experiences for people who face barriers to participation.

We are currently seeking a Board Chair and General Trustees and warmly welcome people whose values align with creativity, access and inclusion, including those with lived experience. In collaboration with our team and stakeholders, we have identified the following needs within our Board and creative community. We recognise that you may not meet every element listed, and we warmly encourage you to apply if our work resonates with you.

The time commitment is 5 meetings per year (online/hybrid options available), as well as supporting with elective organisational projects, depending on your skills, experience and availability.

Roles Available:

Board Chair

Treasurer / Finance Lead

HR & Safeguarding

Fundraising & Partnerships

Marketing & Communications Trustee

Digital & Technology Trustee

Lived Experience / Community Voice

How to Apply

We are committed to making this process accessible and supportive, and we are happy to share information in whatever way works best for you.

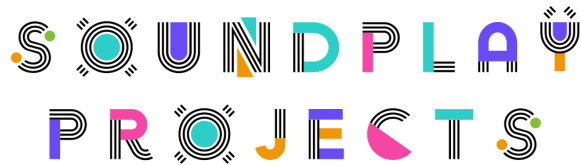
To apply, please send an expression of interest (no more than two pages) telling us:

- a little about yourself
- why you'd like to join Soundplay
- what experience or perspective you would bring to the Board

If a written application isn't the right format for you, you're very welcome to send a short video (2–3 minutes) covering the same points instead. If you require this information in an alternative format, please get in touch and we will work with you to provide what you need.

Please send applications or enquiries to: hello@soundplayprojects.com

We're also very happy to arrange an informal conversation if you'd like to chat with us before applying.



Board Chair (Trustee)

Purpose

To support and facilitate effective collective leadership of the Board of Trustees, ensuring the charity is well-governed, financially sound and delivering its mission. The Chair helps the Board work well together, creating a positive, inclusive and accountable culture where responsibilities are shared and decisions are made collaboratively.

Key Responsibilities

Leadership and Governance

- Work with the Board and core staff team to fulfil its shared legal duties and responsibilities under charity law.
- Support the Board to operate effectively, with clear agendas, accessible information, collaborative decision-making and timely follow-up.
- Facilitate Board meetings in a way that welcomes all voices, encourages discussion, and builds consensus.
- Work with trustees and staff to support the development and review of organisational strategy, ensuring alignment with mission and sustainability.
- Encourage a collective approach to risk management and assurance.

Support and Partnership with Staff

- Act as a key point of contact for the senior staff lead or team, while recognising that governance responsibility sits with the whole Board.
- Offer constructive support and challenge, helping the staff team to succeed.
- Support a positive, fair and legally compliant working culture, grounded in Soundplay's values.

Representation

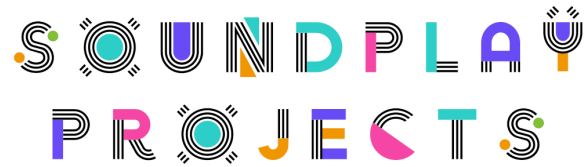
- Join trustees and staff in acting as ambassadors for Soundplay at events and with funders, partners and communities.
- Help open networks and strategic relationships that benefit the organisation.
- Support advocacy and profile-raising across Scotland.

Board Development

- Work with the Board to ensure a healthy mix of skills, perspectives and lived experience.
- Take a leading role in trustee recruitment in partnership with colleagues.
- Support trustee induction, development and training.
- Champion an inclusive, respectful and collaborative culture where everyone can contribute meaningfully.

Compliance and Reporting

- Support the Board in meeting its responsibilities to OSCR and other regulatory bodies.
- Ensure transparent communication with stakeholders and the public.
- Work with staff and trustees to approve and submit the Annual Report and accounts.

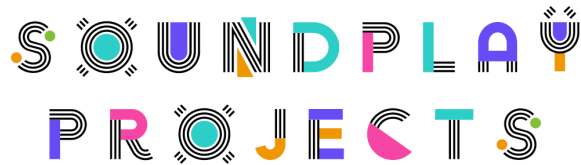


Desirable Experience

- Experience chairing a board, committee or leadership group, or senior leadership within a relevant sector.
- Understanding of charity governance and trustee duties.
- Skilled at facilitating discussion and enabling others to contribute.
- Comfortable working alongside staff, partners and funders.
- Strong communication skills and a collaborative approach.

Personal Qualities

- Fair, open and approachable
- Able to listen, mediate and build consensus
- Constructive and confident navigating challenge
- Committed to access, inclusion and Soundplay's mission
- Reliable, organised and able to commit the necessary time



General Trustees

Working alongside our team and stakeholders, we have identified areas where additional skills, experience and perspectives would strengthen our Board and creative community. You may not meet every point listed, and that's okay, if our work resonates with you, we would love to hear from you.

Treasurer / Finance Lead

HR & Safeguarding

Fundraising & Partnerships

Marketing & Communications Trustee

Digital & Technology Trustee

Lived Experience / Community Voice

Treasurer / Finance Lead (Trustee)

Purpose

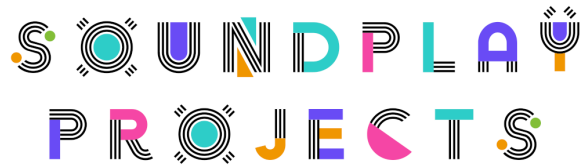
To provide strategic oversight of the charity's finances, ensuring financial stability, legal compliance, and effective financial planning.

Key Responsibilities

- Lead the board's financial oversight and act as a point of contact for staff preparing accounts and reports.
- Review budgets, cashflow forecasts, and management accounts.
- Support the creation of multi-year financial plans aligned to organisational strategy.
- Ensure compliance with OSCR requirements and charity financial regulations.
- Report financial health and risks clearly to the board.
- Oversee payroll, HMRC obligations, and financial controls.
- Support funding applications with costings or financial evidence when required.

Desirable Experience

- Professional finance experience (commercial, charity, public sector or SME).
- Understanding of charity accounts and reporting.
- Knowledge of financial risk management and scenario planning.
- Comfortable translating financial information for non-financial board members



HR and Safeguarding Trustee

Purpose

To oversee HR policies, compliance, and the wellbeing of staff, freelancers and volunteers, ensuring Soundplay has robust and fair employment and safeguarding practices.

Key Responsibilities

- Provide HR oversight for policies, contracts, recruitment, performance and grievance procedures.
- Ensure safeguarding and child protection policies are up-to-date, legally compliant and understood.
- Act as the board's safeguarding lead, ensuring reporting routes and escalation procedures are clear.
- Support the development of a fair and transparent culture, aligned with Soundplay's values.
- Assist with workforce planning as the organisation grows.

Desirable Experience

- HR, employment law, workforce development or organisational culture roles.
- Experience with safeguarding, child protection or vulnerable groups.
- Comfortable advising on sensitive or confidential matters.

Fundraising and Partnerships Trustee

Purpose

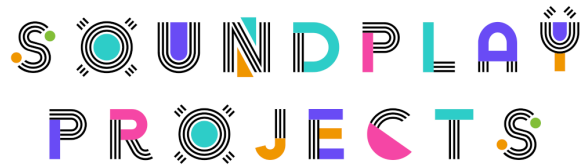
To support sustainable income generation through fundraising, partnerships, and philanthropy.

Key Responsibilities

- Help build on the fundraising strategy that diversifies income.
- Identify and nurture relationships with potential partners, funders, sponsors or donors.
- Support staff with applications, messaging and pitch development.
- Advise the board on fundraising trends and opportunities.
- Support advocacy and profile-raising on behalf of Soundplay.

Desirable Experience

- Fundraising, corporate partnerships, sponsorship or philanthropy.
- Understanding of trust and foundation funding
- Strong networks across culture, education, creative industries or third sector.



Marketing and Communications Trustee

Purpose

To strengthen Soundplay's profile, communications and audience reach through strategic marketing oversight.

Key Responsibilities

- Support the development of a communications and audience strategy.
- Advise on brand, messaging, public relations and digital presence.
- Offer guidance on social media, press, public engagement and digital trends.
- Ensure accessible and inclusive communication.
- Support profile-raising that helps reach funders, partners, schools and communities.

Desirable Experience

- Marketing, PR, public engagement, or audience development
- Digital marketing or analytics
- Storytelling, brand development or creative communication

Digital and Technology Trustee

Purpose

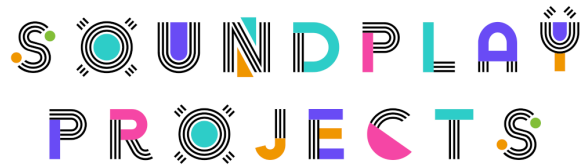
To provide oversight of digital systems, cyber security, data protection and technology strategy.

Key Responsibilities

- Advising on digital risk, data protection and GDPR compliance.
- Supporting decisions around website, digital assets and IT systems.
- Ensuring digital safeguarding measures are in place for young people and vulnerable users.
- Supporting staff to stay current with digital best practice.
- Guiding digital strategy to support access, creativity and operational efficiency.

Desirable Experience

- IT, digital infrastructure, cyber security, or tech strategy.
- Understanding of digital safeguarding and GDPR.
- Comfortable explaining technical issues in plain language.



Trustee – Lived Experience / Community Voice Trustee

Purpose

To strengthen the charity's connection to the people and communities it serves. This trustee brings lived experience that reflects Soundplay's audiences – for example: disability, neurodivergence, low-income household, care experience, or other marginalised communities. They help ensure decisions remain grounded, accessible and relevant.

This trustee may also be a member of Soundplay's Steering Group and can act as a bridge between community voices and the Board.

Key Responsibilities

- Share lived experience to help shape fair, inclusive decision-making.
- Offer insight into barriers people may face in accessing creative spaces.
- Help the Board consider the real-world impact of its decisions.
- Support development of accessible programmes, spaces and communications.
- Represent perspectives that might otherwise be missing at board level.
- Act as a conduit between the Steering Group and the Board, where appropriate.

Desirable Experience

There is no expectation of previous board experience. Training and support will be provided. Skills that may be helpful include:

- Insight into local communities, disability or access needs
- Experience navigating barriers in creative or public spaces
- Confidence (or willingness to gain confidence) in speaking up and being heard
- Understanding of grassroots groups, young people, family audiences or community organisations

Personal Qualities

- Honest and reflective
- Willing to ask questions and offer alternative viewpoints
- Committed to fairness, inclusion and creativity
- Respectful, open-minded and collaborative

Support

- Full induction and governance training
- Pairing with a buddy trustee
- Accessible meeting formats
- Option for hybrid or online attendance
- Expenses covered