



## Chair of Finance and Personnel Committee

### Background

Ecas is seeking to recruit a new chair for its Finance and Personnel Committee (F&PC). This role is a unique opportunity to contribute your financial expertise to a charity that has been supporting adults with physical disabilities for over 100 years.

Ecas is an Edinburgh-based charity and works to improve the quality of life of physically disabled people across Edinburgh and Lothian: promoting equality, choice and participation through our activities, befriending service, and grants fund.

As the charity is largely self-financed from income from its own investment portfolio (worth circa £4.5m), it provides Ecas the freedom to deliver its services in a way that works best for our service users. Latest impact stats [here](#).

### Role

The purpose of the F&PC is to advise the Board on the investment of Ecas' assets and oversee implementation of the Board's strategic policies relating to finance, personnel and health & safety. The focus of the F&PC and Board is to continue the policy of maximising benefit to disabled people whilst keeping expenditure under control.

As Chair of the committee, you will play a key role in overseeing the charity's finances, including the management accounts, annual audit, budget, and investments. You will be responsible for reviewing the draft F&PC meeting papers prepared by the Chief Executive. The Chair of the F&PC will also be a Director (trustee) appointed by the Board.

This is a voluntary role that requires attendance at three F&PC meetings and three Board meetings a year. Occasional ad hoc meetings may be required. In-person attendance preferred for F&PC meetings.

### Person Specification

Ecas is looking for someone who:

- Has experience in finance, accounting, auditing procedures, and investments.
- Has good communication skills and an ability to think strategically.
- Is passionate about using their expertise to support people with physical disabilities across Edinburgh and Lothian.
- Is committed to Ecas' mission statement.

We value diversity, promote equality and encourage applications from people of all backgrounds.

**Ecas | Norton Park | 57 Albion Road | Edinburgh | EH7 5QY**  
**0131 475 2344 | [www.ecas.scot](http://www.ecas.scot) |    **



### Application Notes

If you would like to apply, please complete the Application form, Equal Opportunities form (optional) along with your CV and email Ally Irvine, Chief Executive, [ally@ecas.scot](mailto:ally@ecas.scot). Applicants are required to complete the Protection of Vulnerable Groups (PVG) process as part of their application.

**The closing date is 9 am, Monday 2<sup>nd</sup> February.** If you would like to discuss this opportunity before applying, please contact Ally Irvine, Chief Executive, on 07500 221 618.

**Please note:** Ecas' offices are closed for the festive period from 3,30pm 19<sup>th</sup> December until 9am Monday 5<sup>th</sup> January.

Website: <https://www.ecas.scot/>

Facebook: <https://www.facebook.com/EcasScot/>

YouTube: <https://www.youtube.com/@ecasscot1990>

Instagram: <https://www.instagram.com/ecasscot/>

BlueSky: <https://bsky.app/profile/ecasscot.bsky.social>

LinkedIn: <https://www.linkedin.com/company/ecas-scot>

Registered Charity No. SC014929

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