



Chair, Board of Trustees Recruitment Pack



www.simbacharity.org.uk

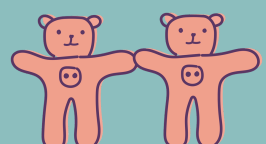
Hello!

Thank you for your interest in joining our Award-Winning team.

Simba supports 3,000 bereaved families across Scotland each year, helping them honour and remember their babies through our 'made with love' Memory Boxes. Eighteen months into our three-year strategy, we have strengthened our national reach, enhanced service quality, and ensured that the voices of bereaved families continue to shape our work.

Like many charities, we are operating in a challenging environment, with increasing demand for support alongside ongoing funding pressures. Our focus is on securing sustainable income, strengthening our influence nationally, and ensuring equitable access to high-quality bereavement support for families across Scotland.

As we continue to develop, we are seeking a values-led Chair who can provide strategic leadership, strong governance, and support for our long-term sustainability. This is an opportunity to help shape the future of an ambitious charity committed to ensuring that no family faces baby loss alone and that every baby is honoured and remembered.



Our Vision

Every family in Scotland receives the support they need following the loss of a baby.

Our Mission

To support bereaved families to honour and remember their precious baby whenever the time is right.

Our Values

At Simba we live our values in the way we support every family in their journey with us:



We offer **compassion** when families first come into contact with us because every loss is heart-breaking.



Whether we have personal experience or not, we show **empathy** when we support families.



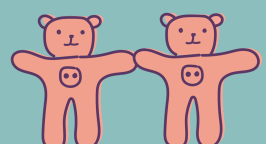
We are at our best when we work in **collaboration**, supporting each other, celebrating diversity, and using collective skills and abilities to achieve a common goal.



Thoughtfulness is behind everything we do. Every moment is considered, because it really matters.



And we offer **support** now – and always – because every family's experience is different; simply, we are there whenever they need time, space, or love.



Strategic Objectives

Consistent, high quality memory making experiences exist for every bereaved family in Scotland to mark the loss of a baby.

Sustainable and accessible opportunities exist for Scottish communities to continue to honour and remember a baby who has died.

A trusted, supportive, and inclusive organisation, where people are at the heart of everything we do.

A recognised and respected organisation that advocates with and for bereaved families; raising awareness of baby loss and championing change.

An organisation that is financially secure, for now and the future.

Enabling Our Success



A values led, purpose driven approach to everything we do.



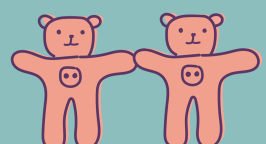
Strong leadership and governance at all levels.



Meaningful and effective partnerships.



Financial stability and strong financial management.





Simba Board of Trustees

As Chair, you will play a vital role in supporting our mission and ensuring good governance. You will work closely with fellow trustees, and staff to provide strategic oversight and contribute to the success of our strategy, Honouring the 1 in 4, which can be found [here](#).

Our trustees offer their time, expertise, experience and networks for the benefit of the charity. Profiles of current Board Trustees can be found [here](#).

Financial statements are available to view [here](#).

Our impact report from 2025 can be found [here](#).

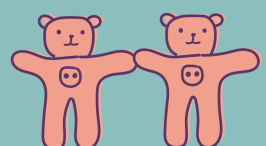
Role of Chair, Board of Trustees

Key Responsibilities

- Provide effective strategic leadership, ensuring the Board fulfils its legal, strategic, and trustee responsibilities.
- Support effective governance, and help ensure the organisation continues to grow sustainably while remaining connected to the community it serves.
- Chair Board meetings, enabling constructive discussion and effective decision making.
- Provide an open, collaborative, and inclusive Board culture, supporting constructive discussion, strong decision-making, and effective governance.
- Ensure the Board operates in line with the charity's governing document, charity law, relevant regulations, and best practice in governance.
- Act as a bridge between the Board and the senior leadership team, maintaining clear boundaries between governance and operational management.
- Monitor organisational performance against agreed strategic objectives and ensure appropriate risk management.
- Represent and champion the work of Simba with partners, funders, supporters and wider networks.
- Act as a trusted sounding board to the CEO providing effective line management, support, and constructive challenge.

Term of Office

Term of office is 3 years with the option to serve for a further 3 years, therefore trustees are able to serve for a maximum of 6 years.



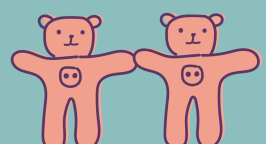
Person Specification

Values and Leadership

- Values-led and purpose-driven leader.
- Demonstrates compassion, empathy and emotional intelligence.
- Comfortable engaging with issues of grief, bereavement, trauma and loss.
- Able to make difficult decisions with care and sensitivity.
- Shows awareness of personal resilience and self-care when working with emotionally demanding subject matter.

Sector Knowledge and Relationships

- Understanding of the health landscape, including NHS, public health, healthcare and education sectors.
- Experience of building and maintaining strategic relationships and partnerships.
- Third-sector expertise and understanding of the charity environment.
- Strong networking skills and ideally well connected within grant-making and funding communities.



Person Specification

Governance and Board Leadership

- Strong governance background with a clear understanding of the distinction between governance and operational management.
- Able to provide clarity around where governance begins and day-to-day management responsibilities sit.
- Previous trustee experience essential; previous Chair experience desirable.
- Knowledge of charity regulation and good governance practice.
- Supportive of trustee development and succession, encouraging trustees to step forward into leadership roles.

Strategic Leadership

- Able to provide oversight across the next strategy period.
- Experience of shaping and supporting organisational strategy while maintaining appropriate governance boundaries.
- Supports and challenges constructively while enabling the Chief Executive and senior team to deliver.



Time Commitment

A Chair would be expected to undertake the following:

- Quarterly board meetings per annum (online)
- 1 x Board full-day strategy session (weekend)
- 1 x annual review meeting with Trustees and CEO
- Participate in one or more board sub groups, as and when required
- Represent, attend and support minimum 2 Simba events throughout the year e.g. fundraising events or receptions.
- Be available to respond within a reasonable timeframe to ad-hoc requests for input by email, opinion and support as and when required from the CEO and senior staff.

Whilst the role is unpaid, reasonable expenses are payable in line with our standard expenses policy.

Duties of a Trustee

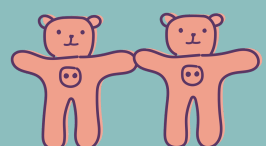
The Office of the Scottish Charity Regulator (OSCR) has produced 'Guidance for Charity Trustees'. The document sets out in detail the duties and responsibilities of charity trustees in Scotland. Guidance for Charity Trustees.

Useful links:

<https://scvo.org.uk/running-your-organisation/governance/roles-responsibilities>

<https://www.oscr.org.uk/managing-a-charity/trustee-duties/>

All trustees must have or be prepared to gain an understanding of the legal duties, responsibilities and liabilities inherent in the role and be eligible to act as a Company Director and Charity Trustee.



Disqualification Criteria for Charity Trustees

The Charities and Trustee Investment (Scotland) Act 2005 provides for the disqualification of individuals from being or becoming charity trustees who meet specific criteria:

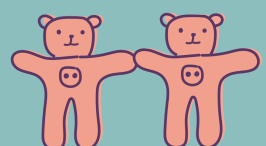
- Unspent conviction for an offence involving dishonesty or an offence under the 2005 Act
- Undischarged bankruptcy (sequestration)
- Granting a Protected Trust Deed
- Entering into an Individual Voluntary Arrangement (England and Wales) to pay off debts with creditors
- Being removed by a court from being a charity trustee
- Being disqualified from being a company director

Disqualification is automatic in these circumstances, and it is a criminal offence to become or continue to act as a charity trustee whilst the circumstances apply. More information can be found here: <https://www.oscr.org.uk/managing-a-charity/trustee-duties/disqualification-criteria-for-charity-trustees/>

GDPR

If appointed to the Board, trustees should be aware that we are required to share your personal information in the following ways:

- As a Company Limited by Guarantee, we must register trustees as directors with Companies House – we do not share your private address
- As required information to support grant and tender submissions
- With banking institutions and insurance companies (specifically in relation to the professional indemnity insurance cover)



Recruitment Process

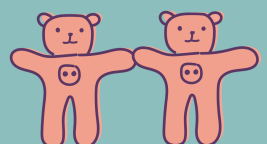
For an informal discussion with our CEO and/or current Chair please contact enquiries@simbacharity.org.uk

To apply, please send your CV and or/LinkedIn profile and a cover letter, marked 'Private and Confidential Chair, Board of Trustees' for the attention of Sarah Pryde-Smith, CEO at enquiries@simbacharity.org.uk

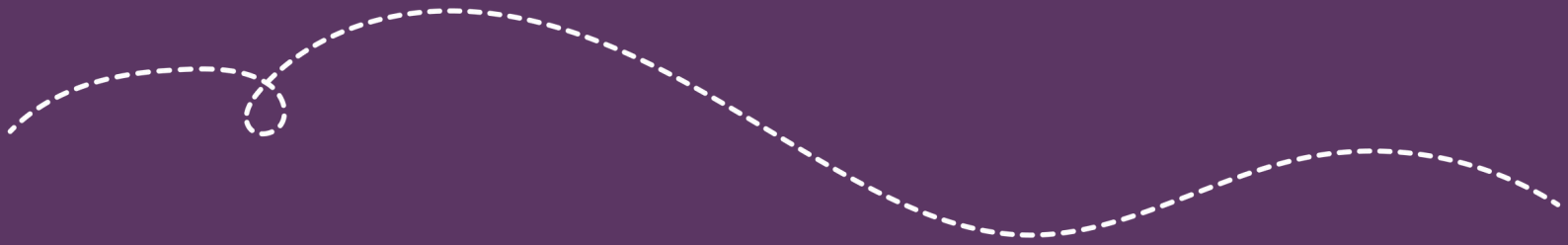
Applications close 5pm, Friday 24th July 2026

Candidates will be shortlisted for further conversation or interview.

We thank you for your interest in joining our Board.







Simba

Honouring baby loss

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