



**Southside
Community
Centre**

**Southside Community Centre
Association SCIO**

We are looking for Trustees to join our Board

Our Association oversees and promotes a diverse range of activities within the Southside Community Centre. Situated in central Edinburgh, the Centre serves the diverse local community. Its activities also attract individuals from across the city and South-East Scotland. Supported by major grant-funding from a broad range of organisations, including sizable financial support from the National Lottery, the Association is currently extending the use of the Centre's facilities to more community activities. A major opportunity has emerged to develop the Centre as part of the recently issued Community Centre Strategy issued by the City of Edinburgh Council. We now wish to take advantage of this Council initiative to support a greater range of ways with which to enhance the well-being of the community.

The Association is led by a Board of Trustees. We are seeking to recruit a small number of motivated individuals to help govern our growing charity. We are particularly interested in receiving applications from those with specialist knowledge, skills and experience in:

- Community learning, development and stakeholder engagement
- Business or legal background
- Governance and leadership
- Strategic planning
- Finance

This is an exciting time to join our charity as we have celebrated various successes over the past two years including: recruiting our first Chief Executive, extending our community centre opening hours to include weekends, expanding the range of services we deliver, and significantly increasing the amount of external grant funding we receive. We look forward to continuing to achieve further success as we continue to develop our services, including re-launching our new in-house community café and developing a long-term strategic plan.

We are keen that our Board reflects our diverse local community and we therefore welcome individuals from all minority and disadvantaged groups.

This is therefore a challenging and rewarding time to join our charity as we look towards the future. Over coming months, we need to: agree a new lease arrangements with our landlord, City of Edinburgh Council, explore and decide upon the long-term future of how our building is managed, while continuing to sustain and grow the range of services we currently provide.

For an informal discussion and further information please contact: Michael Traill, Chief Executive at michael@southsidecommunitycentre.co.uk or Christopher Ludlam, Chairperson, at chair@southsidecommunitycentre.co.uk.

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1. Trustee role description

Purpose

To provide strategic management of our charity, ensuring that we operate lawfully and ethically, and that we are working in keeping with our charitable objectives.

Key Responsibilities

- Setting and maintaining the strategic direction of the organisation.
- Sharing responsibility for Board decisions.
- Maintaining an overview of the organisation's financial performance.
- Ensuring appropriate leadership and governance is in place.
- Attending and meaningfully contributing to Board meetings.
- Ad-hoc attendance and engagement in sub-committees and short-life working groups, as required.

Desirable Experience in one or more of the following

- Community learning and development.
- Community asset transfer.
- Business or legal background.
- Governance and leadership.
- Finance.
- Strategic planning.
- Community and stakeholder engagement.

Personal qualities

- An enthusiasm to meaningfully contribute to the leadership and strategic direction of our Association.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of Trusteeship.
- Commitment to preparing for, attending and meaningfully engaging in board meetings, other meetings and events.
- Ability to maintain confidentiality of personal and sensitive information.
- The ability to work as part of the team of Trustees in order to reach sound and fair decisions.
- Ability to understand and analyse complex information, often presented in report form.
- Ability to lead discussions and contribute meaningfully and effectively to the development and execution of our strategic planning.

2. Current governance arrangements

Our current Board of Trustees consists of five Trustees. Each of whom was elected by our members at our Annual General Meeting.

Currently Board meetings are held monthly. Whilst attendance in person at the meetings is preferred, hybrid meetings can be accommodated. Also attending our Board meetings are our Chief Executive, our local Councillors on a rota basis, and a representative of the neighbouring Causey Development Trust.

3. About our charity

Our Association (SC051544), has been in existence for many decades and converted to a more formal two tier SCIO (Scottish Charitable Registered Organisation) in January 2022; this gave it greater legal standing and increased protection for Trustees.,

- OSCR charity register entry - <https://www.oscr.org.uk/about-charities/search-the-register/charity-details?number=SC051544>
- Constitution - <https://southsidecommunitycentre.co.uk/wp-content/uploads/2025/03/Southside-SCIO-constitution-1.pdf>
- Recent accounts - <https://southsidecommunitycentre.co.uk/wp-content/uploads/2025/10/Accounts-and-TAR-2025-redacted.pdf>
- Recent e-newsletters – [October 2025](#) and [April 2025](#).

4. About our Community Centre

We are the leaseholder of Southside Community Centre. The building being owned by City of Edinburgh Council. The centre has four community spaces including a large theatre style hall, two general purpose rooms, a café space and a well-equipped kitchen. Our spaces are used to host various community activities such as adult learning classes, exercise/martial arts/dance sessions, community gatherings and cultural events.

Our community centre is now open seven days a week with a range of regular bookings, and an ongoing demand for ad-hoc occasional events.

The City of Edinburgh Council, who own our building provide us with a small staffing compliment to support the running of the centre, in the areas of cleaning, janitorial and business support.

5. About our services

We have gradually increased the services we provide in response to the expressed needs and aspirations of the communities we serve. Such as;

- Warm and Welcoming Weekend Café: A warm space for those impacted by fuel poverty and / or loneliness during the winter.
- Communities at Christmas 2025: Christmas Day provision of food and activities to around one hundred people who are homeless and / or lonely.
- Southside Art Group: A weekly social art group for older ladies with vulnerabilities.
- The Friday Club: A weekly activity group (games, arts & crafts, conversation) for those who are sixty plus.

6. Learning and support

Each Trustee is welcome to work with our Chief Executive and / or Chairperson to develop a personal learning and support plan to help fulfil their Trustee responsibilities. We are open to discussing whatever this may involve.

Learning can be informal such as self-directed reading of our policies, literature or guidance documents from the [Office of the Scottish Charity Regulator \(OSCR\)](#) a fellow Trustee being a peer supporter, or conversations with staff or other Trustees. It can also be formal training delivered by one of our external providers such as [Edinburgh Voluntary Organisations Council \(EVOC\)](#) or [Scottish Council for Voluntary Organisations \(SCVO\)](#).

7. Who can serve as a Trustee

Most adults are eligible to be a Trustee. Legislation sets out that people in certain circumstances are ineligible to be a charity Trustee. Further details are available from the [Office of the Scottish Charity Regulator \(OSCR\)](#).