



Scottish Seabird Centre – Trustee Role

Background

The Scottish Seabird Centre is a conservation and education charity (SCO25837). The Charity is supported by the activities of its not-for-profit trading activities that are managed by Scottish Seabird Centre Trading Limited (SC183214). Our vision is to help ensure that Scotland's marine environment is healthy, wildlife rich, valued and enjoyed by all. Our core charitable purpose is inspiring and educating people so that they are motivated to take action to care for the marine environment. We strive for impact through activities delivered under four strategic pillars – conservation, education, community and experience.

Our prime location in North Berwick, on the edge of the Firth of Forth, gives us a special opportunity to highlight the biological richness of Scotland's marine environment and its value to society. We use scientific information and evidence to highlight the iconic and internationally important wildlife and habitats in Scotland's marine environment, the services (ecosystem) that it provides to society and the threats faced. We provide people with information which prompts them to think about the actions required to protect it for future generations.

Governance

The Charity is led by a Board of Trustees, the Chair and a strong Executive team. Trustees have a breadth of skills and experience and are central to the delivery of the Charity's governance through the provision of strategic leadership and scrutiny. The Trading Company governance comprises two Trustees, an independent member and the Chief Executive.

A scheme of delegation exists which outlines how the Board delegates implementation of the Trust's strategy to the Executive. The Chief Executive is accountable to the Board for the efficient management of the charity and for the development and implementation of appropriate plans to deliver on the Strategy. The Chief Executive is assisted in this task by a senior management team comprising the Finance and Business Support Manager, the Marketing and Communications Manager and the Fundraising Manager.

The team

The Scottish Seabird Centre currently employs 35 people in both the management of its visitor attraction and the development of its conservation, education and community activities. The team is supported by a group of dedicated volunteers. The Charity depends on the income from its not-for-profit trading activities, its valued membership, individual donations and contributions from charitable trusts and foundations. It receives no core funding for its activities and creating a sustainable funding model is one of the immediate challenges that must be addressed to secure the implementation of the next 5-year plan.

Specific specification

We are seeking to appoint a Trustee(s) who can bring their strategic knowledge of Scotland's marine environment, the issues impacting on it and opportunities to engage to Board level discussions. It is intended that this experience will help inform how we implement our [Strategic Plan for 2020-2025: Inspiring people to care for our marine environment](#).

We are looking to appoint an individual(s) who are able to:

General duties

1. Contribute constructively to Charity Board meetings and ensure that decisions made are aligned with the stated charitable purpose.
2. Engage with the strategic direction setting for the charity, ensuring that its activities are sustainable, have impact and are in the best long-term interests of the Charity.
3. Have experience of the governance requirements of a charity and its responsibilities; especially in relation to health and safety, financial records and reporting, fundraising and providing clear and accurate information to the public.
4. Act as an ambassador for the Charity by raising awareness of our conservation and education activities, and the public engagement tools we have through our visitor experience and digital resources.
5. Represent the Charity at specific events as requested by the Chair/CEO and help to build effective networks with opinion informers and decision-makers.
6. Build trust and work constructively with the CEO and the staff team.
7. Contribute to the annual review of the Board's performance.

Specialist knowledge

1. Knowledge of the diversity of Scotland's marine and coastal environment and the issues affecting this.
2. Established networks within appropriate scientific and/or marine industry sectors.
3. Passion for communicating marine science/conservation to non-technical audiences in a range of innovative ways.
4. Knowledge of the political, social and economic context that we operate within.

Additional information

Applications

We welcome applications from people from all backgrounds – people of all ages, sexual orientations, nationalities and religions and beliefs. We particularly encourage applications from disabled and Black, Asian and Minority Ethnic (BAME) candidates as these groups are under-represented on our Board.

Remuneration

This is a voluntary role, although reasonable expenses for travel and accommodation may be claimed.

Location

The Scottish Seabird Centre is based in North Berwick, East Lothian, where the majority of face to face meetings and events are held, although digital meetings are also available. Some overnight travel in Scotland may be required.

Time commitment

The time commitment is about 8 days per annum (4 Council meetings and ad hoc input/attendance at events).

Term

Board members will serve a four-year term to be eligible for re-appointment for one additional term.

Charity requirements

As a registered Scottish charity, the Chair takes general control and management of the charity. Each trustee must meet certain legal requirements and be aware of their responsibilities as a trustee of a charity. More information is available on the Office of the Scottish Charity Regulator (OSCR) website.

How to apply

Send your CV and covering letter on why you wish to be a Trustee of the Scottish Seabird Centre to office@seabird.org and ceo@seabird.org.

Closing Date

Noon on Friday 6 November 2020