

Trustee Recruitment Pack 2024



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Introduction from our chair



Thank you for your interest in becoming a trustee at Children 1st. The work of our charity has never been more needed, and I am privileged to chair a board full of people who are driven to contribute their skills, knowledge and experience in order to protect the rights and safety of children and young people in Scotland. My professional skills and life experience both matter in my role as chair and I speak on behalf of all trustees when I say that being part of the team at Children 1st gives a real sense of pride and accomplishment. We work closely with the executive team and see firsthand the challenges but also the hope we bring and the change we make.

We are looking to recruit a new trustee with specific skills and experience in Finance, Audit and Risk. You will be a qualified accountant and will oversee our financial health, chair the finance, audit and risk committee and work closely with the CEO and Director of Finance and Corporate Services to ensure proper financial records, procedures and reporting are in line with accepted accounting practice.

What we offer is a supportive and open learning culture of belonging where you will be encouraged to develop your governance skills and make a real difference to the children, families and communities we serve. We are especially keen to build on our success of attracting a diverse group of people from all communities across Scotland who share our passion and energy to make real change in the lives of all of Scotland's children. Thanks for your interest and I hope to meet you soon.

A handwritten signature in black ink, which appears to read 'Maggie Craig'. The signature is written in a cursive style and is positioned above a horizontal line that extends to the right.

Maggie Craig
Chair of the board of trustees



Who we are

Children 1st is Scotland's child protection charity. Our ambition is for every child in Scotland to be safe, loved and well.

As a charity we offer emotional, practical, and financial support to help families put children first and we campaign to make sure the human rights of every child across Scotland are protected, respected and fulfilled across the whole of society.

Now more than ever, the children and families we support are having to overcome many frightening and harmful risks and challenges; unprecedented levels of poverty and trauma, isolation, violence, exploitation and abuse.

The cost-of-living crisis, ongoing political uncertainty and aftermath of the Covid-19 pandemic are having a profound impact on children, families and the organisations and services that are there to support them. But we know from experience that with the right support they can recover and live safe and happy lives.

Our work is founded on the understanding that children do well when their families do well. The practical, emotional and financial support we offer is more than a lifeline, it is the support that children and families need to overcome the challenges they face today to enjoy a happier, more secure tomorrow.



What we do

We deliver local and national support services to children and their families across Scotland to help them with the emotional, practical and financial challenges that can get in the way of children being safe and well.

We campaign to influence policy and legislation so that the human rights of every child are respected and fulfilled, and we work to develop solutions to the challenges children face in partnership with children and families, communities, and wider civic society.

We give hands on support and help to children and families across Scotland:

- From moments of crisis to everyday parenting challenges, through **Children 1st Parentline**, we provide a helpline, web chat service and a website full of helpful guidance and advice to help support families.
- Our local community teams work alongside children and families by offering practical, emotional and financial support to help them overcome the challenges that get in the way of strong, safe relationships.
- We provide a **financial wellbeing service** where we listen, and help families make sense of their finances and offer practical solutions to reduce their money worries.
- In partnership with sportscotland, we provide Scotland's **child wellbeing and protection in sport** service which ensures children and young people stay safe and have fun while taking part in sport.
- On behalf of the Scottish Government, we manage and operate Scotland's national **Safeguarders Panel**.
- Through **Bide Oot**, we offer children and families we work with the opportunity to try new skills, sports and activities together during a residential weekend at an outdoor education centre in a remote area of Scotland.
- We have developed Scotland's first **Bairns Hoose** – a single location alternative to courts, social work offices and police stations, allowing each young person to feel safe and supported, and able to recover and thrive.
- We are the driving force in delivering **Family Group Decision Making** in Scotland - a rights-based approach that empowers children and families to have a voice and to be involved in decisions that affect them.

Our impact

10,300

CHILDREN AND YOUNG PEOPLE supported to stay safe from harm and to recover from trauma and abuse.

189

VOLUNTEERS played a vital role across the charity, supporting our children and family services, Children 1st Parentline and fundraising activity.

20,200

children, young people and family members in **5,500 families** supported to stay safe, loved and well.

£920,000

was put back in to **627** families' pockets by our Scotland-wide financial wellbeing team.

Our teams worked across Scotland in **17** local authorities and in our **five** national services.

The top 3 challenges Children 1st supported families with were **children's emotional wellbeing, family relationships and education.**

41

families were supported to attend residential outdoor weekends with **Children 1st Bide Oot** to strengthen their relationships and support their mental health and wellbeing.

887

children in Scotland, who might otherwise go without, experienced the joy of reading by receiving monthly books through our partnership with **Dolly Parton's Imagination Library.**

5,540

 People & 2,250 families

received emotional and practical help through **Children 1st Parentline**, which offers support 365 days a year.

382

FAMILIES GOT SUPPORT from our family group decision making team to plan to support their child, before a life-changing decision was made about their child's future.



Our strategy

Our goals to 2025

Children 1st will continue to align our strategic goals to our core purpose. Over the next two years we will continue to demonstrate the quality and impact of our direct support to children, young people, and their families.

Through our campaigning work we will continue to fight for the fundamental changes which are required to respect, fulfil and protect the rights of every child in Scotland.

We will:

- Prevent abuse, neglect and trauma by offering practical, emotional and financial support to children, their families and communities to overcome the challenges that get in the way of strong, safe, relationships.
- Ensure all children's rights are respected, protected and upheld in legislation, policy and practice.
- Support children, their parents and carers to recover from the impact of childhood adversity and trauma.

You can read **Prevention, Protection and Recovery**, our strategic priorities for 2023-2025, for more information.



Our people

Our staff and volunteers are ambassadors for our work. We are committed to developing a skilled and flexible workforce to help deliver our strategic plan. And we work hard to nurture open and constructive working relationships right across our organisation.

At Children 1st we are motivated by the desire to make the best possible difference to the lives of Scotland's vulnerable children, young people and their families. This is reflected in our core values of respect, integrity, participation and excellence.

These values are reflected in everything we do.

We offer a high-quality work environment - we have been an accredited Investors in People (IIP) organisation since 2008 and an accredited Investors in Volunteer (IIV) organisation since 2007.

Our ambition at Children 1st is to attract, retain and sustain our people so that we can, all, whatever our role, do our very best for the children and families across Scotland who so urgently need our support.

We take pride in the high quality of services we provide to children, young people and their families. And we are committed to providing development and support that meets everyone's needs.

Children 1st leadership

Our board of trustees lead our charity and have a variety of experiences and knowledge of the issues affecting children and families. Our board has a mix of new and longer serving trustees.

Succession planning for trustees who will retire shortly, means we would like to appoint trustees who have the knowledge and capacity to contribute actively to the board by providing strategic governance, directing strategic planning, evaluating performance and providing challenge and support. You will also be an ambassador for our charity and are expected to respect, promote and protect the culture and values of Children 1st.

All trustees are expected to have or develop a good understanding and acceptance of the legal duties, responsibilities and liabilities of the position of a trustee on a board.

You will join the board of around 10 other trustees and will be expected to attend and participate in up to five board meetings a year as well as an annual strategy day. Our finance audit and risk and governance and people sub-committees are important parts of an effective board governance framework. You will also be expected to sit on one sub-committee of the board and attend meetings of that sub-committee three to four times a year.

The day-to-day running of the charity is carried out through our executive leadership team. Our CEO and the directors implement our key strategic initiatives, plan and implement our services and their delivery, and lead in ensuring appropriate engagement with all the communities we serve across Scotland.



Mary Glasgow
Chief Executive



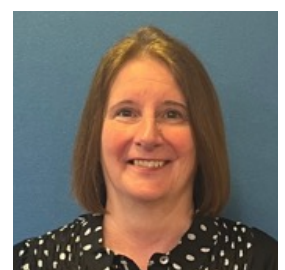
Linda Jardine
Director of Children & Family Services



Michelle Supple
Director of Fundraising, Marketing & Communications



Jennifer Allan
Director of People & Culture



Mairi McReynolds
Director of Finance & Corporate Services



The candidate

To help govern and lead us we are recruiting a trustee who will succeed the position of honorary treasurer. Working alongside the current trustee before their planned departure there will be a period of crossover to ensure a smooth transition. Our volunteer trustees must share our values, believe in our purpose and be passionate about putting children first.

You must be able to demonstrate sound, independent judgement and have an ability to be strategic, open minded and to work collaboratively and collectively. You should have great interpersonal skills, have an ability to challenge constructively where required and be able to critically assess and analyse complex issues. Good listening and communication skills are essential.

The specific skills required for this role are accountancy, and specifically experience in any or all of financial reporting, management accounting delivery or oversight, auditing or general financial management. Fulfilling an existing role or a recent past role in any of these domains will be required,

and any experience of non-executive roles using your financial specialism in the charity sector would be a bonus.

We are especially keen to attract trustees with experience in digital technologies and specific knowledge of professional practice in health, social work, justice with experience of strategic service delivery for children in need of care and protection.

We are proud of the way we do things at Children 1st, we put relationships, rights, respect and compassion at the heart of everything we do and we believe that with the best people delivering the best quality support, amazing transformation can take place. With this in mind we are actively recruiting those who have been historically excluded from governance roles and want to broaden our representation, inclusion and diversity so that we truly represent all of Scotland's children. If you think you don't fit the traditional profile of a board member but believe in our purpose and want to make a contribution to our work, please do get in touch. We will offer support and flexibility to ensure any barriers to your involvement are removed.

Terms of appointment

The appointment will be for an initial term of three years. The appointment is renewable for one subsequent three-year term subject to nomination and approval. The formal appointment to the board will become effective from the date of the charity's AGM in September 2024. New trustees will be offered support through a full induction process to find out more about the role and the work of the charity.

Equity, diversity and inclusion

At Children 1st, we are committed to building a representative, inclusive and authentic workplace open to applications from all sections of society. We believe in the potential of everyone regardless of sex, race, religion or belief, ethnic origin, ability, family structure, socio-economic background, age, nationality, marital status or civil partnership, sexual orientation, gender identity, or any other aspect that makes you who you are.

We envision a diverse and inclusive Children 1st where we cultivate a true sense of belonging and connection for and between our teams, children, young people, families, and communities we work with.

Further to that, as part of our vision to be an anti-racist organisation, we are committed to conscious inclusion to build increasingly diverse teams and emotionally safe work environments.

Remuneration

This position is not remunerated. Trustees can, however, submit claims for out-of-pocket expenses, such as travel to attend meetings.

Time commitment

It is anticipated that the duties of trustees are likely to take around 10 days per year and applicants will be asked to confirm that they can accommodate this. Our board meets formally five times per year, including a strategy day, with sub-committees meeting four to five times per year. Meetings alternate between Glasgow and Edinburgh, and occasionally online. Meeting papers are issued a week prior, and trustees will also be expected to commit time to read these in anticipation of the meeting taking place.

Other directorships/interests

It is accepted and acknowledged that individuals have business interests and should declare any conflicts that are apparent at present. If you become aware of any potential conflicts of interest, or take on new commitments, these should be disclosed as soon as apparent and before taking up any outside interests.

How to apply

We hope that you have found the information in this recruitment pack informative and useful and that we have inspired you to apply.

Further Information

If you would like some further information about becoming a trustee for Children 1st, or would like to ask any questions, please get in touch with Nicola Cook, executive assistant to the chief executive, at nicola.cook@children1st.org.uk

Application

To apply, please read the below information carefully and then email your CV and supporting statement in one attachment to hr@children1st.org.uk

Applicants will be shortlisted for interview by matching the details given on their CV and supporting statement against the person specification. We would therefore ask applicants to provide clear evidence to show how your experience, skills and knowledge match those requirements.

We would also be grateful if you could please include details of two referees (*please note that referees will not be contacted until offer stage or without prior consent*).

Closing Date

Monday 12th August 2024, 12 noon

Interviews:

Thursday 29th August 2024, Edinburgh

Enquiries: If you have a query, or are having difficulty sending your CV, please contact Nicola Cook, executive assistant to the chief executive, at nicola.cook@children1st.org.uk

Thank you for your interest.



INVESTORS
IN PEOPLE