



Trustees of the Venture Trust Board June 2024

Who we are

Venture Trust supports people facing challenging life circumstances to overcome barriers and realise their potential. We work alongside people who have been impacted by trauma, and together we build the programme they need to move forwards in their journey.

Our strengths lie in the trust and relationships we forge, our therapeutic approach and in harnessing the transformational benefit of being outdoors and amongst nature. Working in communities, in greenspaces and journeying through some of Scotland's most wild places, we meet people where they are. By taking time to create safe relationships, we can support people to grow. We work to create community, to strengthen support systems and accompany people as they reach new places. This relational approach allows people to develop in sustainable and meaningful ways.

Our vision

Everyone, irrespective of their past, can achieve their potential for a healthy, happy and fulfilling life. We aspire that more people, ready for change, build the foundations to thrive and succeed for the long term.

Our mission

To help people realise their potential by providing life-changing, personal development. By offering intensive learning and development in communities and the Scottish Wilderness, we support people to gain life skills, stability and confidence. Our work aims to end cycles of disadvantage and adversity for individuals, their families and in communities.

Our values

Our values underpin everything we do.

Courage – in our thinking, our decisions and our actions - even when things feel difficult.

Care – for the people we work with, ourselves, and our planet.

Curiosity – we are always learning and growing.

Collaboration – we believe in the power of partnerships to drive real change.

Connection – to the people we work with, our colleagues, our communities and to nature.

We ask our team to be curious, skilled and committed to our values. We believe in people's rights, equity and opportunity. Everyone is motivated to help people succeed and realise their potential.

General duties

A charity trustee must:

- Act in the interest of the charity.
- Operate in a manner consistent with the charity's purposes. Trustees should carry out their duties in accordance with the charity's governing document.
- Act with due care and diligence. Trustees should take such care of charity's affairs as is reasonable to expect of someone who is managing the affairs of another person.
- Ensure that the charity complies with the provisions of [The Charities and Trustee Investment \(Scotland\) Act 2005](#) and other relevant legislation.

Key responsibilities

1. Ensure that Venture Trust pursues its charitable aims as set out in its Memorandum and Articles of Association.
2. Ensure that Venture Trust operates within company law, charity law and any other relevant legislation or regulations.
3. Maintain a governance perspective by ensuring that the Board:
 - Establishes Venture Trust's strategic direction and goals;
 - Understands and acts upon the financial and other monitoring information presented to it, questioning such information when appropriate;
 - Defines the boundaries of management authority ensuring that Venture Trust is well run and managed;
 - Contributes to the development of the annual Business Plan;
 - Delegates to the Chief Executive Officer the implementation of its decisions, plans and budgets;
 - Monitors key performance indicators on a regular basis and holds the Chief Executive Officer accountable for outcomes; and
 - Contributes to a review of the Chief Executive Officer's performance and development, annually.
4. Attend and contribute to meetings of the Board and attend events or support governance committees.
5. Act as an ambassador for Venture Trust, safeguarding the values and the good name of Venture Trust.
6. Help identify, recruit and induct new Board Members and senior employees.
7. Develop and maintain constructive working relationships with other Board Members, the Chief Executive Officer and with senior staff.
8. Use any special knowledge or experience to help the Board reach sound decisions. This may involve studying Board papers, leading discussions, taking a special interest in key issues, and providing advice and guidance on new initiatives or other areas of Venture Trust's work in which you have special expertise.
9. Seek advice on matters when required to act in good faith and use care, diligence and the same degree of skill as a prudent person of business would exercise in the management of his or her own affairs or those of someone else for whom they had responsibility.
10. Contribute to the Board performance review annually.

Person specification

All trustees shall be selected without regard to sex, race, colour, nationality, ethnic or national origins, marital status, gender orientation and religious beliefs in accordance with Venture Trust's policy. They should, among them, have a balanced range of skills, experience and judgement. Where possible they should have some organisational experience and may have held a management position in the private, public or voluntary sectors. Lived experience on the issues facing our participants and/or experience of working on the board(s) or committee(s) of charitable, voluntary or partnership organisation(s) would be valuable. They must have an interest in the work of Venture Trust and an affinity for the people we support, but specialist knowledge, whilst desirable, is not essential.

Specific requirements

Venture Trust wishes to attract suitable candidates with the following expertise and experience in:

- Trauma-informed approach to supporting people
- Finance
- Communications and social media
- Policy, criminal justice and legal

Additional information

Inclusivity

We work hard to ensure we recruit great people and minimise unconscious bias in our selection process. It is important to us that this diversity should be reflected in our Board as well as across the charity. We warmly welcome and encourage applications from people currently under-represented on our board, including young people, people from ethnic minority groups, those from socio-economic disadvantaged areas, disabled people, and LGBTQ+. We believe that a diverse, multi-cultural and inclusive board and team leads to more creativity and better decision-making.

Remuneration

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

Time commitment

Board meetings

Board meetings are normally held quarterly with the remaining Board meetings scheduled for July, October and January. Meetings normally start at 17.00 and normally last for up to 2.5 hours. An AGM is also held in August. Annually the Board also holds a one-day strategy away day.

Events

Periodically, there are staff gatherings, launches, site visits and similar events throughout the year, to which Board Members are invited. There is no obligation to attend but these often provide a valuable insight into Venture Trust's work and create important opportunities for staff and other stakeholders to meet with Board Members. Events may be held during the day as well as during evenings or at weekends.

Advocacy and networking

Board Members are expected to assist the Board and the Chief Executive Officer in advancing the objectives of Venture Trust by meeting and communicating with potential supporters where no conflict of interest is involved.

Contact with staff

Board Members are encouraged to get to know the staff and their work. Their role is to support and motivate staff and provide advice and guidance.

Location

The headquarters of Venture Trust is in Stirling, with a locality base in Glasgow.

Most Board meetings are currently held in Edinburgh with digital provision that allows those who may be unable to travel to participate fully in meetings.

Term

Trustees will serve a three-year term and are eligible, subject to satisfactory performance, for re-appointment for an additional term. In exceptional circumstances the Board may agree for these terms to be extended or to co-opt an individual.

Induction and governance training

All Board Members undergo an induction programme upon joining the Venture Trust Board. The Chief Executive Officer will also provide support during induction and Board Members should also help newcomers to the Board in this respect. Ongoing governance training is provided from time to time and Board Members are encouraged to participate.

Disclosure of interests

All trustees are required to provide information as to financial or other interests upon appointment. This declaration is periodically reviewed, and trustees are required to inform the Venture Trust Head of Corporate Services of any changes.

Charity requirements

As a registered Scottish charity, the Chair takes general control and management of the charity. Each charity trustee must meet certain legal requirements and be aware of their responsibilities under the [Charities and Trustees Investment \(Scotland\) Act 2005](#). More information is available on the Office of the Scottish Charity Regulator (OSCR) [Office of the Scottish Charity Regulator \(OSCR\)](#) website.

How to apply

Application and closing date

Please submit the following by noon on Friday 26th July the attention of HR - hrteam@venturetrust.org.uk.

- A current Curriculum Vitae
- A supporting statement, no more than two pages long, of the skills and experience you would contribute to Venture Trust and what you personally would like to gain from the role.
- The names and contact details of two referees.

Nominations Committee

A time-limited Nominations Committee has been formed to lead the recruitment process. This will comprise:

- Angela McCusker – Chair of the Board
- An additional Trustee of the Board
- Jenny Paterson – CEO of Venture Trust

To ensure that the process is transparent, the nominations committee will declare if they know anyone who has applied for these appointments.

Assessment process

Applications will be assessed in three stages.

1. The nominations committee will assess your CV and supporting statement. The applicants who most closely meet the requirements will be invited to interview.
2. Interview with the Nominations Committee and a familiarisation visit to our Head Office in Stirling.
3. Recommendation made by the Nominations Committee presented to the full Board for approval.

Interviews

Interviews will take place mid-August 2024 with the aim of your attendance at the Board meeting on 30th October.

More information

If you would like to speak to the Chair of the Board or the Chief Executive, please contact our HR team (hrteam@venturetrust.org.uk) to put in place the necessary arrangements.