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**Treasurer Recruitment Pack**

**April 2023**

**Introduction**

The Human Rights Consortium Scotland is the civil society network to defend and promote human rights in Scotland.

The Consortium is at an exciting point in its development, sharply increasing in activity, reputation and impact.

Human rights in Scotland and the UK are also at an important point, with increased interest and understanding of human rights, whilst many live without realisation of their rights on a daily basis. There are both threats to human rights legal protections, and opportunities to make human rights law in Scotland stronger and more effective.

We therefore want to increase and strengthen the Consortium’s Board to respond to, and navigate, the challenges and opportunities that we face.

**We are looking for a new Treasurer**

We are looking for a new trustee who will help us shape the organisation to be human rights-based, with excellent governance and strategic priorities.

**As well as playing their full part in the work of the Board, we are particularly looking for someone to take on the role of Treasurer.** The Consortium has external support for preparing management and annual accounts – the Treasurer has an oversight role in preparing financial reports for the Board to consider at its meetings four times per year.

Therefore, we are looking for someone who loves spreadsheets! And has a good understanding of what is required for excellent financial management.

**More than anything, we are looking for a thoughtful, positive and enthusiastic person who is committed to human rights, and to the Consortium thriving and fulfilling its purpose to the full.**

**About the Consortium**

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The Human Rights Consortium Scotland has around 180 network member organisations from across civil society, and many more individual supporters. We work towards two aims:

* **To enable a strong, collective civil society voice to defend and promote human rights in Scotland.**
* **Civil society has what it needs in order to defend and promote human rights in Scotland.**

Previously ‘incubated’ by Amnesty International, the Consortium became a standalone SCIO in July 2020.

With three staff members, and many more volunteers and supporters, the Consortium carries out research, influencing, writes reports and articles, holds events and meetings to inform and influence, works with the media – whatever it takes to see Scottish civil society play its full role in advocating for human rights protected, respected and fulfilled in Scotland.

**The way we work**

**We include and empower the many civil society voices on human rights.** Our aim is not to be the sole civil society voice on human rights in Scotland. Instead, we enable the many smaller and more unexpected advocates organisations to advocate effectively for human rights.

**We seek to build a strong and supportive human rights community.** We facilitate organisations to share information, expertise, and support, breaking down silos and isolation.

**We focus on cross-human rights concerns.** There are many excellent organisations who focus on particular aspects of human rights such as women’s rights, or refugee rights - the Consortium is a unique network that works across all human rights in Scotland.

**We always work in partnership, including across the UK.**

**Our commitment to human rights is evidenced by what we do, but also how we do it.** We continually seek to embed learning on how to better include and advocate for marginalised and minority groups in Scotland. In particular, we are always learning around how to embed an intersectional approach, and how to be anti-racist in and through our work.

**What does being a Consortium Trustee involve?**

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Members of the Board are Trustees of the charity.

Board meetings take place around 4 times a year, they generally last around 2 hours.

Most of these meetings are online, but around once per year we will also have an in-person meeting. However, at the in-person meetings, the option to join online will always be available for those who prefer this.

Agendas for Board meetings tend to include things like reviewing and asking questions about the Consortium’s finance reports, reviewing strategic objectives, discussing how to manage risk, and agreeing organisational policies.

**Main roles and responsibilities of all Board members**

**Strategy**

* Ensure our activities deliver our stated charitable purpose.
* Ensure we have a clear and sustainable vision and strategy
* Ensure our activities keep to our values and constitution, and work towards our strategic outcomes

**Regulation, compliance and risk**

* Ensure we meet our regulatory and legal requirements.
* Ensure we manage risks to the organisation through effective and proportionate risk management and regular discussion.

**Financial**

* Ensure we have good financial and management controls in place.
* Approve our annual budget and accounts, helping to plan for the future.

**Accountability**

* Act in the interest of Human Rights Consortium Scotland with due care and diligence.
* Hold the senior management of Human Rights Consortium Scotland to account for the organisations’ performance, supporting and guiding as appropriate.

Reference: OSCR – [Guide for Charity Trustees OSCR](https://www.oscr.org.uk/guidance-and-forms/guidance-and-good-practice-for-charity-trustees)

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**Thinking of applying?**

**We strongly welcome applications from people from all different backgrounds and identities.**

We will provide any particular types of support that Board members might need, such as BSL, transcription, pre-meeting conversations about the papers etc. If it would be helpful to chat about support available before you apply, please get in touch. Otherwise, we’ll ask you to let us know any support needs if your application is successful.

Please complete our [application form](https://hrcscotland.org/wp-content/uploads/2023/03/HRCS-Board-application-form.docx) in Word if you would like to join our Board. If this is not accessible to you in any way, please email [info@hrcscotland.org](mailto:info@hrcscotland.org) to discuss alternative formats.

Applications are open on a rolling basis. The Board will consider each application and will invite candidates to an interview and an opportunity to discuss the role.

If you would like to chat about the role and find out more, you can contact Aidan Collins, Chair by emailing FAO Chair to: info@hrcscotland.org

