

# ENABLE Scotland: Role of Trustee





# Role of Trustee

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## About ENABLE Scotland

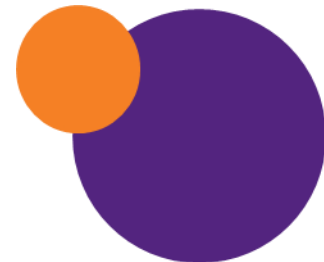
ENABLE Scotland is a leading Scottish charity dedicated to an equal society for every person who has a learning disability.

We were founded in 1954 as a campaigning voice by the parents of children who had a learning disability. They wanted to ensure their children were not excluded from society and could have the same opportunities as others to live full lives with choice, opportunity and freedom.

ENABLE Scotland has grown successfully in the past 60 years and is today a modern:

- National campaigning organisation
- Social care and employment service provider
- Membership based organisation, with affiliated branch members
- Fundraising charity

ENABLE Scotland has 5,000 members, provides social care and employment support to over 2,000 people, has 1,700 employees and an annual turnover in excess of £28 million. We operate in 28 of Scotland's local authority areas.



We continue to champion successfully the rights of people who have a learning disability in Scotland through research, member-led campaigning, and policy influencing work.

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## Message from Bob Cowie, Chair of the Board



The role of Trustee for ENABLE Scotland is both rewarding and challenging. This is a unique organisation with which to become involved. It campaigns for the rights of people who have a learning disability, provides both statutory care services and employability services; and it challenges. Challenges society, challenges perceptions, challenges injustices, and challenges you.

The Trustees have excellent opportunities to meet the members of ENABLE Scotland and people supported by the organisation at events such as Scottish Council meetings – where the membership provides guidance to the Board and helps in setting key objectives.

The Trustees seek expertise in key areas to strengthen the Board and in doing so look for applicants who will embody ENABLE Scotland's core message: furthering our aim to achieve an equal society for every person who has a learning disability.

As a Board, we are live to the challenges facing the social care sector, not least in the changes to traditional funding streams and cost pressures such as the Living Wage. We believe this is the time to increase and strengthen the Board of ENABLE Scotland to position it to tackle these challenges head on whilst still staying true to the organisation's ethos and beliefs.

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## Message from Theresa Shearer, Chief Executive Officer



I was delighted to return to ENABLE Scotland as CEO in 2015. It is a privilege to work with the Executive Team and lead the organisation to continue to deliver excellence in everything that we do across our services, employment support and our membership led campaigns to achieve our aim of an equal society for every person who has a learning disability in Scotland.

ENABLE Scotland is a complex and unique organisation offering a range of services to people across Scotland who have a learning disability and their families and carers. In addition to the above services we also offer ENABLE Trustee Service. This is a wholly unique service where we look after £10.25m in discretionary trusts for people who have a learning disability.

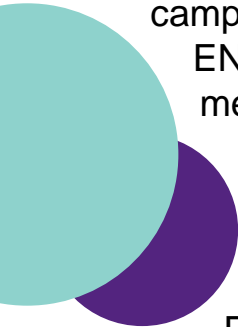
At ENABLE Scotland, we are all about our people. We strive to recruit and retain the best people, with the best values who will support people to live the best lives they can. Whether that is through our social care service provision, our employability support, or through our charitable community groups or campaigning groups – it is all about challenging expectations about what people who have a learning disability can achieve.

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As CEO of a large fundraising organisation, I was invited to chair a recent review of fundraising practice in Scotland on behalf of Scottish Government. This has ultimately resulted in a proposal, approved by the Minister, for an enhanced role for both charities and their regulator, OSCR, in managing charity fundraising, regulation and complaints. As we move into this clear framework of fundraising regulation, it is an exciting time to be involved with a fundraising organisation.

A decorative graphic consisting of two overlapping circles: a larger teal circle on the left and a smaller purple circle on the right, partially overlapping the teal one.

As the organisation moves into the next phase of service delivery and campaigning, within the current economic and social climate, ENABLE Scotland is excited to welcome new Board members who can support our work to navigate the challenges facing the social care sector and encourage the development of our charitable fundraising activity. Myself, the Executive Team and the Board are keen to hear from forward thinking individuals who can help ENABLE Scotland and support our role in strategic development across the third sector.

## Trustee Role Description

### What core qualities do we feel are essential of any Charity Trustee of ENABLE Scotland?

- A strong personal commitment to the values and vision of ENABLE Scotland.
- The ability to understand the needs and aspirations of adults and children who have a learning disability and their families/carers.
- Understanding of a board's overall leadership of an organisation.
- The ability to direct ENABLE Scotland in the short and long term and to understand risk and change.
- The ability to set direction and policies, ensuring accountability to members, appropriate management arrangements and conformance to laws and regulations.
- Understanding of the principles of financial decision-making and ability to monitor cash flow, management accounts, balance sheet, capital expenditure and project appraisal.

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- The ability to understand the principles of marketing, strategic analysis, implementation and evaluation.

## Main Duties & Responsibilities of a Trustee

### Strategic:

- Establish clear strategy and regularly review performance against organisational objectives.
- Ensure effective implementation of Board decisions by the Chief Executive and Executive Director team.
- Hold the Chief Executive to account for the effective management and delivery of ENABLE Scotland's aims and objectives.
- Ensure the long-term sustainability of ENABLE Scotland.
- Contribute to constructive debate on the strategic development of the organisation.

### Governance & Compliance:

- Ensure that ENABLE Scotland complies with its Memorandum and Articles of Association.
- Ensure that financial controls and systems of risk management are robust.
- Ensure that appropriate health and safety controls and systems are in place.
- Participate in the appointment of the Chief Executive and Executive Directors, as appropriate.

### General:

- Take personal, team and corporate responsibility as a Charity Trustee and Director.
- Support the Board Chair and Chief Executive while exercising personal responsibility and accountability.
- Strengthen connections within the voluntary, private and public sectors and represent ENABLE Scotland externally.
- Share responsibility for communicating the decisions of the Board.
- Contribute to the process of maintaining the values and vision of

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ENABLE Scotland.

- Offer constructive criticism and challenge to the Executive Director Team.
- Attend and possibly Chair committees and other ad hoc meetings from the main Board.
- Participate in any induction, training and evaluation identified as an individual and as part of the Board.

For further information on the duties of the Trustee please view <http://www.oscr.org.uk/charities/managing-your-charity/trustee-duties>