



Appointment of Scottish Chair

Background

The IoD in Scotland is seeking a high profile driven leader to help guide its thinking and delivery over the next three years. Building on recent changes, the selected individual needs to provide the focus and the strategic leadership to ensure the continued and sustained success of the organisation in Scotland.

The Chair should be of recognised stature and significance in the country, and well connected with senior levels of business and civic society. They must demonstrate integrity, objectivity and independence from any conflict of interest or relationship.

It is not essential that the Chair should have had experience previously within the IoD in Scotland but a clear understanding of the role and function of the organisation is clearly important, and, of course, they should be a member.

They should be fully committed to enhancing the status and reputation of the IoD in the country and generally supportive of the IoD's stance on matters of policy, board room standards and other national issues. They must provide strong leadership and vision for the country, and bring the best out of the national Advisory Board, adding real value to the role by enhancing the performance and profile of the IoD in Scotland during their tenure.

Role

It is the Chair's role to represent the IoD in Scotland –

- The Chair of the IoD in Scotland is a high profile post which leads the Scotland Advisory Board and the wider group of Committee volunteers (around 80) across the country.
- Working with the Executive Director and a small staff team based in Edinburgh the Chair is the titular leader of the IoD in Scotland. They take a lead in setting the strategy in Scotland within the context of the IoD's UK structure and plans.
- As well as chairing Scotland Advisory Board meetings the chair is called upon to represent the IoD and its views at a range of events and functions. They may also be expected to deal with some media enquiries and occasionally appear on television or radio, though this role is primarily taken on by the Director.
- The Chair will be expected to display high level chairing skills as well as the ability to speak well in public - putting over the views of members and the wider business community.

- The Chair will work with the Scotland Advisory Board to set the strategic direction for the IoD in Scotland and ensure that it functions effectively
- The Chair will contribute to the overall activity of the IoD in Scotland and attend significant national events
- The Chair will help set and advocate national policies, activities and standards
- The Chair will appoint individual Committee Members to carry out specific roles in line with the strategy set

Time Commitment

- The commitment will average around 2 to 3 days per month most often in the evening when committees meet or functions are held
- Most internal meetings can be set around the Chair's diary

Characteristics

As a high profile post it is, of course, expected that the Chair at all times exemplifies the highest standards of public behaviour and set standards for others to follow.

In addition they will possess some or all of the following characteristics –

- High intellect
- Politically astute
- Confident public speaker
- Innovative, positive and creative attitude
- Strategic leader
- Understanding of Scotland and its politics and economics
- Appropriate “diplomatic” skills
- Team player and builder

Term

The appointment will be for a period of a maximum of three years subject to annual renewal by the Board but, with the support of the Scottish Advisory Board, tenure may be extended by the Board beyond this period.

Process

The UK Director of Regional Engagement, together with the Scottish Director, is responsible for ensuring that a candidate is identified for recommendation to the Board.

The candidate will need to command the support of the Scotland Advisory Board and members locally.

A selection panel will meet with the short listed candidates to select the preferred one and recommend them to the Scotland Advisory Board and then on to the UK Board for final approval.

The panel will consist of:

- Scotland Advisory Board Member – will Chair the panel. This will not be the current Chair
- The Scottish Executive Director
- The Director of Regional Engagement
- A third party IoD Member who is independent from the Committee. This may be a neighbouring National Director or Chair

The Director in Scotland will fully brief candidates on the position and the IoD activities locally.

The outgoing Chair may also have briefing sessions with candidates where requested ahead of the selection process.

The process will be supported by the Scottish Director.

Any complaints about the process will be directed to the Institute Secretary who shall investigate them appropriately. The Institute Secretary therefore will not be normally be part of the Appointment Panel.