

## Role Outline

POSITION	Chair of the Board of Trustees
SALARY	Voluntary
CONTRACT	3 year term

### KEY RESPONSIBILITIES

- To provide strategic leadership to the board and to ensure that trustees fulfil their duties and responsibilities for the proper governance of the charity.
- To provide strategic leadership to the Organisation ensuring that the organisation is well governed, financially sustainable and delivering on the charitable aims.
- To support the Chief Executive Officer (CEO) and to ensure that the board as a whole works in partnership with executive staff.
- To lead the Board of Trustees in ensuring that GSC operates lawfully and in accordance with its Memorandum and Articles of Association and that all its activities fall within its charitable purposes.
- To be aware of the duties and responsibilities set out in the current OSCR Guidance for Charity Trustees and ensure that GSC's governance is of the highest possible standard.

### MAIN DUTIES

#### Board Leadership and Governance

- Ensuring that the Board fulfils its statutory and fiduciary duties in line with charity law and best practice in governance.
- Chairing quarterly Board meetings including one all-day strategy day, to support informed, inclusive and balanced decision-making.
- Setting Board meeting agendas in consultation with the Chief Executive and Board Committees
- Ensure Board discussions are focused, strategic and action-oriented.
- Build consensus and manage differing perspectives to reach robust conclusions.
- Model and enforce the highest standards of ethical conduct and accountability.

#### Strategy and Organisational Performance

- Leading the Board of Trustees in setting the strategic direction for Glasgow Science Centre, fostering a culture of support and constructive challenge.
- Line managing the Chief Executive with regular meetings to offer constructive guidance, support and challenge.

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- Supporting the Chief Executive to build relationships with key stakeholders in Government, Industry and Academia.

### **Advocacy and External Representation**

- Representing Glasgow Science Centre as a visible ambassador in high profile meetings, media engagements and events throughout the year.
- Work with the Chief Executive to build and maintain effective relationships with key stakeholders, including government, government agencies, funders, sponsors, academic institutions and industry partners.
- Working with the Chief Executive to expand Glasgow Science Centre's philanthropic income and visibility among potential sponsors and partners, using personal networks where appropriate.

### **PERSON SPECIFICATION**

Successful candidates can come from any background or sector, but will be able to demonstrate:

- Passion for science and technology.
- Significant leadership experience at Board level.
- Sound understanding of good governance, fiduciary responsibility and risk management.
- Excellent communication and interpersonal skills, with the authority and credibility to act as an ambassador for Glasgow Science Centre.
- High integrity, independence of judgement, and a commitment to supporting Glasgow Science Centre in its delivery of its charitable mission.
- A record of ambitious and supportive leadership in a complex organisation.
- Personal profile and connections at the highest level with stakeholders that can help Glasgow Science Centre fund and achieve its charitable mission.

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