

What is the role of the Board of Directors?

The role of the Board is:

- To make sure that the work of Carr Gomm fits with the charitable objectives of the company – that is being involved in community care;
- To be sure we meet our legal and financial requirements;
- To have a Chief Executive and staff to carry out the work;
- To be part – with the staff and people we support – in drawing up a Business Plan to set the direction of our work each year;
- To check that the Business Plan is being carried out by the staff; and
- To monitor the big risks we might face and to check that we do not develop in a way that puts the company at risk.

To enable the Board of Directors to do their work, they rely on reports and meetings with senior managers of Carr Gomm and by asking questions. The Board also gets information from other sources – particularly our auditors and the SCSWIS. A lot of the work of the Board is to make sure the company is running well and being aware if it is not.

What is the commitment?

The Board meets every two months – 6 times a year and meetings are held in the evening and last about 3 hours. There can be quite a few papers to read beforehand.

In addition, there are 2 more meetings a year to help with planning and training held usually held on a Saturday that last from 10-4pm.

There is the Annual General Meeting in November each year and is a full day. If you decide to join the Finance Committee they meet 3 times a year.

Would I understand what is happening and get support?

Everyone gets an induction and there is ongoing training. New people learn by talking to more experienced Directors and by taking part in the meetings. You also have meetings with the Convener of the Board.

Will I get paid?

No – the work as a Director in a charity is unpaid, but you will get any expenses paid back to you - such as travel costs. For staff, this means time spent as a Director is over and above the paid working week.

Other points

- A Director is someone who does their best for the company. They are on the Board of Directors as an individual and are not there to speak on behalf of a particular group (e.g. as a representative of the staff or people supported), but use their own experience.
- Directors get confidential information and have to keep that confidentiality.

How do I become a Director?

- We recruit for new Directors in the Autumn and will contact Company Members at that time.
- There is a brief form to fill in – but help is available if required.
- A meeting with two of the existing Directors to learn more about being a Director and if it is right for you.
- Stand for election at the Annual General Meeting.

If you are interested, why not find out more?

If you decide it is not for you, you can always change your mind later.