

# GET ON BOARD

Young Enterprise Scotland  
Chair of the Board Recruitment Pack



**Integrity**  
**Enthusiasm**  
**Creativity**  
**Collaboration**



Scotland

With



**Livingston James**

# Hello,

Thank you for your interest in becoming Chair of Young Enterprise Scotland ('YE Scotland')

It has been my honour and privilege to support YE Scotland over the past nine years firstly as a Trustee and latterly as Chair. As an organisation, we are widely recognised as the pre-eminent enterprise education provider across the education sector in Scotland.

We operate across, primary, secondary and tertiary education delivering entrepreneurial, business and financial education programmes that enhance the employability and business skills of young people.

As a Board, we bring diverse skills, experiences and styles, but we all share a commitment to the values, aims and goals of YE Scotland. We believe all young people, irrespective of their background, should have the opportunity to develop and reach their full potential.

For more than thirty years YE Scotland has been making a difference and the need has never been greater. Every person employed by, or supporting this organisation has a deep passion for educating and improving the lives of young people across Scotland. This is especially so for those from challenging socio-economic backgrounds and those with additional needs. We have these at the heart of what we do.

As Chair of the Board, you can be part of something special and this role is, without exception, the most rewarding of my 40+ year career.

I wish you well with your application.

Bill McDonald  
Chair



**17** Local Area Teams

**6** Hundred Volunteers

**15** Thousand young people engaged with each year

# The Organisation.

**We believe that the potential of Scotland's young people is unlimited.**

Since 1992, YE Scotland has inspired young people to learn and succeed through enterprise by creating and developing programmes that complement the school and college experience and encourage young people to realise the extent of their own talents.

Annually, we support tens of thousands of young people across Scotland from all backgrounds to develop business knowledge and entrepreneurial and employability skills. We make the connection between education and the world of work, enabling young people to develop the knowledge and attitudes they need to succeed.

**Our Vision: We believe Scotland is a place where all young people should be given the opportunity to have a rewarding future in work and life - no matter where they start their journey.**

**Our Mission: To inspire and equip young people, irrespective of their background, to learn, develop and reach their full potential through enterprise education.**

**Our Values: We set high standards whilst being creative in our approach. Whilst continuing to grow our offering, we will ensure that all our activities adhere to the guiding principle of 'learning by doing.'**



In everything we do, we will work with the following values:

**Integrity ● Enthusiasm ● Creativity ● Collaboration**



**Livingston James**

# What does the future hold?

It is a good time to get involved with YE Scotland as we will be soon launching our new three-year strategic plan and want to build on the great work that's been done to create opportunities to fulfil the potential of all young people in Scotland.

This strategy is built around three key focus areas:

## People and Quality

This reflects our priority to retain and build on our Platinum IIP accreditation, to be an employer of choice, to deliver programmes to the highest standards by the best people and be a great place to work.

## Growth and Capacity

This reflects our ambition to increase our reach and levels of engagement, to responsibly manage our growth and to be bold and creative in developing our portfolio.

## Influence and Impact

This reflects our willingness to use what we have learned to positively impact all young people and those who support and teach them. This means creating opportunities to share insights, shape policy, and work collaboratively with strategic partners.

This wider strategy is also underpinned by a core aim of Sustainability, which communicates our commitment to responsible governance, sound financial management and a balanced approach to income generation.

# Our Commitment to Diversity and Inclusion.

We believe that, in the long term, having a diverse and inclusive board makes for better discussion, better decision making and better organisational impact. It also better reflects the people, businesses, and communities that we support.

We encourage applications from those typically under-represented on boards and from those who feel that they can bring additional and alternative experiences and perspectives. We will do all that we can to support the full participation of all board members, whatever their characteristics.

# The Opportunity.

**The Chairperson is a key leadership role within YE Scotland, responsible for providing strategic leadership, ensuring effective Board governance, fostering stakeholder relationships and promoting the organisation's interests.**

As the Chairperson you will lead the Board, drive collaboration, ensure the organisation is clear on its strategic direction and operates in alignment with its mission and values. You will offer guidance, expertise and support on key matters of strategy, operational management, organisational structure, financial affairs, and risk management.

To have a positive impact in this role you will:

**Safeguard the ongoing and long-term financial sustainability of the charity through the effective stewardship of resources, ensuring appropriate financial controls, transparency and accountability throughout the organisation and supporting fundraising efforts by leveraging personal networks and cultivating donor relationships, as appropriate**

**Work closely with the Chief Executive to develop and foster effective relationships with key stakeholders, including those within Scottish Government, the Education and commercial sectors, partners and the communities Young Enterprise Scotland serve**

**Establish and build a strong, effective and constructive working relationship with the Chief Executive, ensuring they are accountable, whilst also feeling supported, for achieving agreed strategic objectives**

**Act as a key spokesperson/ambassador for YE Scotland and maintain regular communication and engagement with key stakeholders to ensure their needs and expectations are met whilst also leveraging resources, as appropriate, to advance the organisation's goals**



# Key Responsibilities.

## Board Leadership and Governance.

- Provide clear leadership and strategic leadership to YE Scotland, internally and externally, ensuring the Board operates within its charitable objectives
- Ensure YE Scotland operates to the highest standards of governance, and its systems and processes adhere to the Scottish Third Sector Governance Code and charity regulation
- Chair meetings of the Board of Trustees effectively and efficiently whilst also fostering a positive Board culture, encouraging open dialogue, collaboration, and constructive decision-making
- Lead a regular review of board composition, structure, role and effectiveness, ensuring diversity of thoughts and participate in the annual performance review of the Board and sub-committee structure
- Provide guidance and support to Board members, fostering their professional development and engagement

## Strategic Planning and Direction

- Ensure YE Scotland works to its strategic plan and support the Chief Executive and Senior Leadership Team in driving and monitoring the delivery of the plan, reviewing strategic priorities where necessary
- Monitor government policy and industry trends (e.g., employability trends), assess risks and opportunities, and recommend strategic initiatives to drive organisational growth and impact
- Ensure alignment between the organisation's activities and its mission, values and long-term sustainability

## Organisational Impact and Evaluation

- Monitor and evaluate the organisation's programs, services, and initiatives to assess their effectiveness and impact
- Drive continuous improvement by identifying areas for growth, innovation, and increased efficiency
- Promote a culture of learning and evaluation, fostering data-driven decision-making and best practices
- Help establish an 'evidence-based' culture

## Time Commitment

We would anticipate the time commitment to be c1-2 days per month and would involve:

- Four Board meetings a year in Central Scotland + preparation time including pre-meeting with CEO
- Monthly meetings with the Chief Executive (can be virtual)
- Annual Board Strategy away day
- Ad-hoc communication and meetings with key stakeholders (including Scottish Government, Funders, Educationalists, Supporters, Volunteers and Staff)



# Preferred Candidate Background.

**With a strong commitment to our mission and the ability to lead embracing integrity, enthusiasm, creativity and collaboration, you will bring:**

- A proven track record of successful leadership, preferably at a senior executive level
- Exceptional leadership qualities, including the ability to inspire and motivate a diverse team, drive innovation, and make informed decisions that align with an organisation's objectives
- A sound understanding of governance principles
- Strong commercial acumen, understand the importance of sustainable business practices and be capable of leveraging resources effectively to maximise the impact YE Scotland's work
- The ability to constructively challenge fellow trustees and the senior leadership team ensuring they work collectively in the best interests of YE Scotland
- Strong interpersonal and relationship-building abilities and comfortable in an ambassadorial role
- Successful partnership working and the ability to effectively engage with and manage relationships with a wide range of stakeholders, including Scottish Government officials
- A skilled communicator, capable of engaging with a wide range of audiences, including internal teams, government, external partners, young people, and the broader community
- A good understanding of the political landscape, within which YE Scotland operates, coupled with the ability to quickly gain an understanding of how government policies and regulations impact the organisation's funding and mission
- Exceptional verbal and written communication skills, coupled with the ability to convey complex ideas in a clear and concise manner, are essential
- Both a willingness and availability to work with the Chief Executive, providing support and constructive challenge with discretion, including out with the formal meeting schedule if appropriate
- A commitment to Young Enterprise Scotland's vision and values and a passion to inspire and equip young people, irrespective of their background, to learn, develop and reach their full potential through enterprise and financial education



# Remuneration

While this role is voluntary and unpaid, YE Scotland will pay reasonable and approved 'out of pocket' expenses.

# Recruitment Process

The recruitment process is being handled by our retained advisors, Livingston James.

Livingston James will conduct initial conversations prior to discussing candidates with YE Scotland at the shortlist meeting.

Interested candidates should provide a CV and covering letter, outlining their interest and suitability, to Douglas Adam at [douglasadam@livingstonjames.com](mailto:douglasadam@livingstonjames.com).





Scotland

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