



## Panel Member Application Pack

### Introduction

The Scottish Fundraising Adjudication Panel (“the Panel”) was established in December 2016 to oversee enhanced self-regulation of fundraising in Scotland. The core functions of the Panel are:

- to be responsible for fundraising standards in Scotland and
- to handle fundraising complaints related to Scottish registered charities.

The Panel works with a variety of stakeholders to achieve its functions; including working with the Fundraising Regulator in proposing and considering any amendments to the Code of Fundraising Practice and working with the Chartered Institute of Fundraising to promote fundraising standards of Scottish registered charities.

We are looking for new members to join the Panel who are committed to supporting the enhanced self-regulatory system of fundraising in Scotland and who will contribute to the Panel’s strategic thinking.

### What are we looking for?

Applicants should have excellent communication skills with an ability to communicate effectively with people at all levels, in writing and verbally, be able to work effectively as part of a team, and be able to analyse information to inform decision-making. Applicants should also be able to contribute to the overall skillset of the Panel and, therefore, should also have skills in (or be looking to develop skills in) any of the following areas:

Personal Trait, Experience or Expertise	Essential / Desirable
Complaints management and Quality assurance - to be able to benchmark against given standards and ensure standards are observed and adhered to and carry out investigations and propose fair and reasoned responses to complainants.	Essential
To be able to identify and propose improvements in practice.	Essential
Experience of Fundraising (including senior fundraisers, community fundraisers, small charity fundraisers, university fundraisers, commercial involvement, etc.)	Desirable
Experience of Governance and the role of charity trustees	Desirable
Experience of working in a cross-border charity (a charity that has dual registration with OSCR and CCEW)	Desirable
Experience of working in a small charity	Desirable
Strategy development	Desirable
Data Protection	Desirable
Charity Law	Desirable

**We would encourage not just those with previous experience of working on a board to apply, but also those who wish to develop their skills in this area and are willing to learn.**



## SCOTTISH FUNDRAISING ADJUDICATION PANEL

### Appointment details

It is proposed that successful candidates will be appointed at the next meeting of the Panel on **7th June 2022**.

The successful candidates would be expected to attend this meeting.

Panel members may stand for a period of up to three years, with the possibility of re-appointment subject to evidence of effective performance and satisfying the skills, knowledge and personal qualities required at the time of re-appointment.

### Time Commitment

The formal time commitment would include attending 4 meetings per annum (each meeting lasts for up to four hours and are held during the day time), participating in engagement events throughout the year and contributing to policy and consultations as they arise. It is anticipated that any commitment to attend events (restrictions permitting) will be limited to no more than 2 to 3 times a year, however may require your participation for the full day.

### Location

Meetings will usually take place via Microsoft Teams and it is currently not planned to resume in-person meetings for the foreseeable future. In the event that in-person meetings return these are likely to be held in Edinburgh and Glasgow but may also take place in other locations as appropriate.

### Remuneration

Travel and subsistence costs incurred as a result of carrying out the duties associated with this appointment will be reimbursed.

**Please note, as the Panel's legal status is a Company, successful applicants will be appointed as Directors of the Company. Therefore, applicants must not be disqualified from being a Director at Companies House.**

Please email [info@goodfundraising.scot](mailto:info@goodfundraising.scot) to note your interest and request a copy of the application form.

Closing date for applications is **11:59pm on Tuesday 17th May 2022**.