

Board Member – Role Specification

Overview

Venture Mòr was established in May 2010 as a wholly owned social enterprise of Venture Trust, an innovative and dynamic charity working in Scotland. For 30 years, Venture Trust has been transforming lives; harnessing the powerful impact of wild places to help individuals on the edge of society value themselves and reconnect with others.

Experts in experiential learning and personal development programmes – Venture Mòr offers wilderness therapy programmes, health & wellbeing breaks, Duke of Edinburgh Awards scheme, and operates a four star SYHA Youth Hostel in Applecross, Wester Ross. Over time, Venture Mòr will create employability opportunities for former Venture Trust participants. See www.venturemor.co.uk for more information.

Relationship with Venture Trust

Venture Trust works with people, who because of their life circumstances, have become marginalised and vulnerable, to support them towards making and sustaining positive changes in their lives. It helps individuals develop skills and strategies to improve confidence and motivation and to maintain positive personal relationships or enter into training, education or employment and for those involved in offending to reduce the risk of reoffending. Venture Trust works in partnership; in communities and in the wilderness of Scotland, delivering transformational and innovative personal development programmes.

As part of the Venture Trust family, Venture Mòr will support the charity's aspirations to commercialise elements of its strengths in personal development and delivering adventurous and wilderness experiences to reach a wider audience. In turn, to generate new sources of support and unrestricted income to further Venture Trust's strategic aspirations to enable more people to make and sustain positive changes in their lives.

Board Member role

Board Members are Directors of Venture Mòr Ltd, a company limited by shares. The Board includes a representative each from Venture Trust's Board and senior staff team, along with external members. Board Members are responsible for the overall governance of Venture Mòr and ensuring that it operates in a manner which enables it to fulfil the objectives set out in the Memorandum and Articles of Association; that due attention is paid to company law; that it bears in mind the strategies and aspirations of Venture Mòr and that it upholds the reputation of Venture Mòr.

Key responsibilities

1. Ensure that Venture Mòr pursues its social enterprise aims as set out in its Memorandum and Articles of Association.
2. Ensure that Venture Mòr operates within company law and any other relevant legislation or regulations.
3. Maintaining a governance perspective by ensuring that the Board:
 - Furthers Venture Mòr's strategic direction and goals contributing to the wider aims of Venture Trust;

- Understands and acts upon the financial and other monitoring information presented to it, questioning such information when appropriate;
 - Defines the boundaries of management authority ensuring that Venture Mòr is well run and managed;
 - Contributes to the development of the annual Business Plan;
 - Delegates to the Head of Operations the implementation of its decisions, plans and budgets;
 - Monitors key performance indicators on a regular basis and holds the Head of Operations accountable for outcomes; and
 - Contributes to a review of the Head of Operation's performance and development, annually.
4. Act as an ambassador for Venture Mòr, safeguarding the values and the good name of Venture Mòr.
 5. Attending and contributing to meetings of the Board and attending events.
 6. Help identify, recruit and induct new Board Members, the Chairman and senior employees.
 7. Develop and maintain constructive working relationships with other Board Members, the Venture Trust Chief Executive and with senior staff.
 8. Use any special knowledge or experience to help the Board reach sound decisions. This may involve studying Board papers, leading discussions, taking a special interest in key issues, and providing advice and guidance on new initiatives or other areas of Venture Mòr's work.
 9. Seek advice on matters on when required to act in good faith and use care, diligence and the same degree of skill as a prudent person of business would exercise in the management of his or her own affairs or those of someone else for whom they had responsibility.
 10. Review the Board's performance annually.

Person specification

Board Members shall be selected without regard to sex, race, colour, nationality, ethnic or national origins, marital status, gender orientation and religious beliefs in accordance with Venture Mòr's policy. They should, between them, have a balanced range of skills, experience and judgement. Where possible they should have some organisational experience and may have held a management position in the private, public or voluntary sectors. Experience of working on the board(s) or committee(s) of charitable, voluntary or partnership organisations(s) would be valuable. They must have an interest in the work of Venture Mòr and Venture Trust but specialist knowledge of these issues, whilst desirable, is not essential.

Specific requirements

Venture Trust wishes to attract suitable candidates with extensive senior level experience and expertise in a number of areas including social enterprise or business start-up; outdoor learning, tourism or mental and public health and resilience; marketing, finance or HR. Experience of driving strategy, business development, commercialisation or risk management would be advantageous.

Time requirements

Board meetings

Board meetings are normally held quarterly. Meetings normally start at 16.00 and last for 2 hours. An AGM is also held annually. Annually the Board also holds one strategy away day.

Events

Periodically, there are launches, site visits and similar events a year, to which Board Members are invited. There is no obligation to attend but it is often useful to attend. Events may be held during evenings or at weekends.

Advocacy

Board Members are expected to assist the Board and the Head of Operations in advancing Venture Mòr's strategic objectives by meeting and communicating with potential supporters where no conflict of interest is involved.

Contact with staff

Board Members are encouraged to get to know the staff and their work. Their role is to support and motivate staff and provide advice and guidance when requested rather than to give instruction.

Induction and governance training

All Board Members undergo an induction programme upon joining the Venture Mòr Board. The Head of Operations will also provide support during induction and Board Members should also help newcomers to the Board in this respect. Ongoing governance training is provided from time to time and Board Members are encouraged to participate.

Terms of Office

Terms of office are currently under review and will be confirmed in due course.