

**Lothian Centre for Inclusive Living (LCiL)**

[More info - Lothian Centre for Inclusive Living (LCIL)](https://www.lothiancil.org.uk/)

**We are looking for Trustees interested in Disabled People's Organisations and Independent Living, who have skills relevant to Board governance.**

The Lothian Centre for Inclusive Living (LCiL) is a person-led not-for-profit organisation. We work with disabled people regardless of their impairments, people with long-term conditions and older people, parents and carers. We support people in Edinburgh, West Lothian, East Lothian and Midlothian.

LCiL support Independent Living. Independent Living means all disabled people having the same freedom, choice, dignity, and control as other citizens at home, at work, and in the community. It does not mean living by yourself or fending for yourself. It means rights to practical assistance and support to participate in society and live an ordinary life.

**The main aims of the Lothian Centre for Inclusive Living are to:**

* Provide a range of services to support Independent Living, developed and managed by and for disabled people.
* Support the right for disabled people to live independently and take control of their own lives.
* Provide the opportunity for disabled people to further their own personal and professional development, including through peer support.
* Challenge the attitudes, and the physical and social barriers that create disability.

**LCiL Management and Governance**

The Lothian Centre for Inclusive Living operates as a charitable company with limited liability. There is a membership and an elected Board of Directors. As a Disabled People’s Organisation (DPO) more than half of the Board of Directors must be disabled people and the Chair must also be a disabled person.

**Current members of the Board**

Chairperson – Vacant

Secretary – Mariusz Borkowski

Treasurer – Liz Pearston

Other Directors - Elizabeth Adamson, Dugald McArthur, Balkishan Agrawal

**The Opportunity**

LCiL is looking to recruit up to four new board members. You would be joining the organisation at a crucial and exciting time. After some staffing issues and dealing with the loss of our much-loved Chair in early January, the organisation has now settled under the leadership of its former CEO who has returned in an interim capacity. One of her primary tasks is to recruit a permanent Chief Executive with guidance from the Board. Thus, she is also supporting the growth of this new team of Board members alongside our existing Directors. LCiL is a vibrant Disabled People’s Organisation, and as such we are looking for individuals with experience of disability or with a strong interest in Independent Living for Disabled People. Additionally, you would bring relevant professional skills to the role.

We are currently looking for individuals with experience in business development, customer care, volunteer support, communications (digital), Human Resources (HR), deputy chair/convenor, board Secretary, Company Secretarial matters, governance, finance, policy and fundraising. However, we are happy to discuss any other experience and skills you feel would contribute to LCiL’s success.

We would require you to attend Board meetings every six weeks. Meetings are scheduled up to a year in advance and are online from 4 - 6pm. We would also ask that you attend our annual event for staff, volunteers, and board members. This usually takes place on a weekday.

You would receive full training, including compulsory Disability Equality Training (DET) and benefit from a supportive induction programme.

**For the successful candidates it is an opportunity to**:

* Provide direction and support to a Disabled People's Organisation that is actively involved in the wider Independent Living Movement.
* Shape and support the future of the organisation at a crucial moment.
* Assist the CEO and the Senior Management Team of LCiL in making informed decisions for the benefit of the organisation.
* Be part of a team that ensure the organisation is accountable to its mission in the service of Disabled People.

**Functions of the Board**

* To monitor and evaluate the work of the organisation.
* To establish, monitor and change as necessary the objectives of LCiL, as in the Memorandum and Articles of Association.
* To plan for the long and short term future of LCiL and determine appropriate polices to meet the needs of both users and funders.
* To oversee staff discipline, grievance, health & safety, appraisal, guidance, support, appointment & termination of employment with the Chief Executive.
* To guide staff, through the Chief Executive, to ensure policies are implemented.

**Duties & Tasks of members**

* To attend Board meetings every six weeks. Meetings are set up a year in advance and occur online between 4 - 6pm.
* To read, prepare, analyse and report information before, during and after Board meetings.
* To undertake action as a result of any decisions made at a meeting.
* To become familiar with the Memorandum and Articles of Association and ensure the organisation always operates within these.
* To always represent LCIL in a professional manner.
* To ensure that LCiL always is always operating legally.
* To delegate tasks to the Chief Executive.
* To maintain confidentiality in matters relating to LCiL at all times.
* To ensure that LCiL always remains financially stable.
* To be available to attend any other duties as requires, when given sufficient notice.

**Person Specification**

LCiL Directors must:

* Be willing to become a full member of LCiL.
* Be aware of equal opportunities issues and be prepared to adhere to LCiL’s Equal Opportunities Policy.
* Understand and be able to work according to the Social Model of Disability (Training will be offered).
* Support the philosophy of Independent Living Movement (Training will be offered).
* Have knowledge of the Disabled People’s Movement and disability issues in general.
* Be self-motivated, organised, with good time management skills.
* Be prepared to work as part of a dedicated team.

**Responsibilities to:**

* Service users
* Members
* Funders
* Other Board members
* Disability movement

**Responsibility for:**

* Staff
* Service users
* Other members of the Board

**Support to fulfil Board member duties**

LCiL can arrange support if needed to help a Board member fulfil their responsibilities:

* Support from a personal assistant in preparation for (up to two hours) and at Board meetings if necessary.
* Arrange and pay for transport to the meetings if/when not online.
* If a Board member requires support when representing the organisation LCiL can arrange for support.
* LCiL will pay reasonable expenses.

**How to apply**

Before applying you may wish to have an informal chat about the role, what it involves and the general work of LCiL’s Board. Our Interim CEO, Florence Garabedian, is happy to discuss these types of queries.

If you would like to arrange this, please email [HR@lothiancil.org.uk](mailto:HR@lothiancil.org.uk) and we can organise this.

**Application process**

To apply, please send a letter of interest (2 sides of one A4 page) , or a 5 minute video, explaining:

* Why you would like to become a Trustee of LCiL,
* what you can offer to the organisation, and
* how our organisation could help you in your role.

You may also wish to attach/send your CV.

Please send this to [HR@lothiancil.org.uk](mailto:HR@lothiancil.org.uk)

**Application deadline**

**We look forward to receiving your application, please send by 12 noon on Tuesday 22 April 2025**.

After this point letters of interest will be reviewed by the Board and the interim CEO. If selected, you will be invited to an informal interview, most likely online, with one or several members of the Board and the Interim CEO. After the interview, if both you and the Board are happy for you to join the Board, we will offer you a position on a trial basis.

**Disability** **Confident** **Employer:** We are a disability confident employer and as such we encourage everyone to share any support requirements with our recruitment team. This can be done by emailing us at [HR@lothiancil.org.uk](mailto:HR@lothiancil.org.uk).