**Board Directors**

Role Profile

The duties of Directors of **LOVE OOR LANG TOUN**:

* To ensure that the Company complies with the requirements of the law in relation to Companies House in Scotland Regulations and in the case of a Charity, OSCR (the Office of the Scottish Charity Regulator)
* To ensure that the Company pursues its objects as defined in its Articles
* To ensure the Company applies its resources exclusively in pursuance of its objects
* To give firm strategic direction to **LOVE OOR LANG TOUN**, setting and developing policy, defining goals, setting indicators, and evaluating performance against agreed indicators
* To safeguard the good name and values of **LOVE OOR LANG TOUN**
* To liaise with other appropriate bodies, local authorities, UK or Scottish Government departments and agencies and other bodies to further the objectives
* To ensure the effective and efficient administration of the Company
* To ensure the financial stability of the Company
* To protect and manage the property (both physical and intellectual) of the Company and to ensure the proper investment of funds
* To appoint (if necessary) and support a Chairperson and monitor his/her performance

In addition to the above statutory duties, each Director should use any specific skills, knowledge or experience they may have to help the Company reach sound decisions. This may involve scrutinising committee papers, leading discussions, focusing on key issues, providing information and guidance on new initiatives, or other issues in which the Director has special knowledge or expertise.

Directors are expected to devote reasonable time to carrying out their duties, which will approximately be a half-day per month. This will be mainly for Board Meetings which are currently held on the first Wednesday of each month at 5.30pm for 1½ hours. Other events that Directors should try to attend if possible are:

* Strategy Sessions – usually 2 per year and will be on an evening or a half-day on a weekend;
* Important events such as a special consultation event or project launch; and
* Occasional volunteering on public consultation or other events.

Reasonable expenses occurred for travel, childcare, or other out-of-pocket expenses will be reimbursed by Love Oor Lang Toun.

**STATUTORY DUTIES**

**Companies House and OSCR regulations** require of each Director:

## (i) to always act in the interests of the Company

## (ii) to seek in good faith to ensure that the Company acts in a manner which is consistent with its purposes (as set out in its Articles)

## (iii) to act with care and diligence (defined as “the care and diligence which it is reasonable to expect of a person who is managing the affairs of another person”)

(iv) to ensure that the Company complies with any direction, requirement, notice or duty imposed on the Company by virtue of Scottish Company and Scottish Charity legislation

(v) to take such steps as are reasonably practicable to ensure that any breach by a Director of any of the above duties (or the duties in relation to conflict of interest imposed by the legislation) is corrected by the Director concerned and not repeated

(vi) to take such steps as are reasonably practicable to ensure that any Director/Trustee who has been in serious or persistent breach of his/her duties under the charities legislation is removed as a Director

**PERSON SPECIFICATION**

It is expected that Directors will demonstrate:

* a commitment to **LOVE OOR LANG TOUN** and its objectives
* a willingness to devote the necessary time commitment and effort
* strategic vision
* good, independent judgement
* an ability to think creatively
* a willingness to constructively express a view and take decisions
* an understanding and acceptance of the legal duties, responsibilities and liabilities of a Director
* an ability to work effectively as a member of a team
* integrity, objectivity, accountability, openness, honesty and leadership