

## CHAIRPERSON

Spinal Injuries Scotland, wish to appoint a Chairperson who can provide dynamic, strong and strategic leadership.

In recent years the organisation has gone from strength to strength reacting positively to its changing role within the wider community of people with Spinal Cord Injury in Scotland.

The Chairperson will oversee the effective management of all internal activities and affairs whilst acting as its head, its outside representative and its spokesperson.

This is a pivotal role and candidate experience in senior management within similar voluntary and charitable organisations is desirable.

This post is not remunerated but full expenses are paid.

Interested persons are invited to apply by sending a CV, together with a statement about why they wish to be considered for the post of Chairperson with SIS.

Email to [john.clark@sisonline.org](mailto:john.clark@sisonline.org)

By letter to  
John Clark  
Spinal Injuries Scotland  
Festival Business Centre  
150 Brand Street  
Govan  
Glasgow  
G51 1DH



Spinal Injuries Scotland is fully committed to Equal Opportunities for all and welcomes all applications in accordance with our Positive About Disabled People status.

[www.sisonline.org](http://www.sisonline.org)

## **CHAIRPERSON**

### **Additional information**

#### **Spinal Injuries Scotland**

Spinal Injuries Scotland is the national voluntary organisation concerned with new and long-term spinal cord injured people, their relatives and friends, along with those involved in the management, care and rehabilitation of the injury.

SIS provides immediate support through the office based Information Service and operate a self-referral information line. We also provide a legal and welfare rights advisory service. Our representatives, who are able to discuss all aspects of living with a spinal cord injury, undertake weekly visits to the Queen Elizabeth National Spinal Injuries Unit.

In addition we liaise with other similar voluntary and professional organisations so that the issues surrounding spinal cord injury are recognised and understood.

#### **Background**

Spinal Injuries Scotland has existed for 51 years since its initial inception as the Scottish Paraplegic Association in 1960. Later its name changed to the Scottish Spinal Cord Injury Association (SSCIA), as its focus developed from purely sport into dealing with other aspects of living with the injury.

In 1994 the SSCIA became SIS and since then our focus has been primarily education, advice and support for people with a spinal cord injury, their family, friends and those that care for them.

No medical advice is given and any issues in this field are referred back to the medical profession.

In recent years the organisation has gone from strength to strength and reacted to its changing role within the wider community of people with Spinal Cord Injury in Scotland.

Our remit has widened and we now have a presence at outreach clinics held by the Queen Elizabeth National Spinal Injuries Unit at five locations across Scotland, as well as having a regular input to the inpatients in Glasgow.

#### **Further Information**

For further information please visit our website or contact our temporary Chairperson John Clark

Chairperson John Clark  
SIS Website

[john.clark@sisonline.org](mailto:john.clark@sisonline.org)  
[www.sisonline.org](http://www.sisonline.org)

## **CHAIRPERSON**

### **Job Profile**

The chairperson works closely with the board of directors and the key purpose of the role is to ensure SIS is run properly, responsibly and lawfully in the interest of our members and in accordance with all statutory and constitutional requirements.

### **Key responsibilities:**

- To ensure SIS acts with the care and diligence that it is reasonable to expect of a person who is managing the affairs of another person and seeks to do so in compliance with all requirements, notice or duty imposed on it by law
- To ensure the guiding principles of the social model of disability are foremost in all our activities
- To ensure everyone involved with SIS is treated with the utmost dignity and respect at all times
- To develop and agree our strategy and policy development and present this within the charity's business plan.
- To communicate the business plan effectively to board and staff ensuring all are aware of their contribution to the plan.
- To network with and collaborate with other similar charities in the interest of our members
- To ensure the optimum use of financial resources, agree financial budgets and monitor short and long term financial viability
- To report accurately and at least annually to our members
- To ensure our management information systems are effective, transparent and accountable
- To ensure SIS responds efficiently and properly to all donors and beneficiaries
- To explore new funding streams
- To ensure the operational composition of the Board of Directors and the optimal level of staff appointments
- To ensure periodic reviews of employee performance, training and development needs

- To ensure robust mechanisms are in place to support and value all our volunteers throughout Scotland
- Continue to develop an ongoing effective partnership with QENSIU and other strategic alliances.

### **Level of participation**

The Chairperson will commit to participate in the following activities:

To chair monthly meeting of the Board

To chair ad-hoc meetings of the Board

To represent SIS at functions

To be the public face of SIS