

Board Member Role Description

Role: Board Member

Dumfries and Galloway Mental Health Association is a long established successful local mental health charity, providing care, support and accommodation in the form of outreach or residential to people across Dumfries and Galloway, who have been needs assessed.

Supporting people who use our services to lead an improved quality of life, mental health and physical wellbeing is our underlying philosophy across all our services.

The Board of Directors is the governing body of the organisation as detailed in our Articles of Association. As such, we must discharge our responsibilities to the organisation in accordance with the Office of the Scottish Charity Regulator (OSCR).

Benefits

- Meeting new people
- Be part of a team
- Support the work of organisation
- Develop new and existing skills
- Improve the quality of life for people with mental health condition diagnosis across the region
- Be part of an innovative and driven team who put adult safeguarding at the forefront of everything they do

Key Tasks

- Guide the work of the organisation in line with the governing document and business plans, ensuring resources are used appropriately.
- Understand the legal responsibilities of being a board member/director.
- Keep up to date with legislation and guidance relevant to the role of a board members and the running of the organisation.
- Understand the aims of the organisation and the work it does within the community.
- Attend regular board meetings.
- Read papers prior to meetings and complete any relevant actions.
- Participate fully in discussions and decision making.
- Declare any conflicts of interest while carrying out the duties of a board member.
- Promote the work of the organisation.

When and where

Board meetings will be held at North West Resource Centre, Lincluden, Dumfries, every 6 weeks on a Thursday. In the winter, meetings will be held over Microsoft Teams. Meetings should last no longer than 2 hours.

With Whom

Board members will work with other board members, volunteers, the organisation's senior management team, other staff members and our partners.

Support and Supervision

The chairperson and vice-chairperson will provide ongoing support to the board members. The Chairperson will hold annual one-to-one meetings with each board member. New board members will be partnered with an existing board member to act as a buddy/mentor.

Training

Each board member will receive an induction with the chairperson or vice-chairperson. Board members will be provided with copies of the induction document and the Association's governing document and have access to policies etc.

Board members will be expected to attend ad-hoc training sessions as required by the organisation.

Expenses

Travel expenses to undertake board meetings, training or representing DGMHA will be reimbursed in line with the charity's expenses policy.

Other information

- Board members must meet the criteria for being a director as laid down by the Office of the Scottish Charity Regulator (OSCR)
- PVG (protection of vulnerable groups) check will be completed
- Two successful references will be required

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