



Role Specification for Country Representative for N. Ireland, Scotland, Wales

The responsibilities or duties of the Country Representative for England (North or South regions) cover two areas: those as a Trustee and those specifically designated to the Trustees for the Countries.

Responsibilities as Trustee

The Board of Trustees (the Board) is made up of elected, appointed or co-opted RCSLT members and appointed or co-opted non-members as authorised by the Articles.

Trustees bring an independent judgement to bear on issues of strategy, performance, key appointment and accountability.

Trustees agree to adhere to the Code of Conduct.

The duties of Trustees are to:

- Provide strategic direction for RCSLT by setting the framework for policy and operational performance, including agreeing the Corporate Strategy and overall ambition of the organisation
- Monitor the reporting of performance
- Satisfy themselves that quality and financial information is accurate and that controls and systems of risk management are robust and defensible
- Have a prime role in appointing and where necessary, removing the CEO and in succession planning and
- Ensure the Board acts in the best interests of the profession and is fully accountable to the profession for the services provided by the organisation and the funds it uses.

Trustees may also have a key role in a committee or may have a specific role on the Board. Separate role descriptions are provided for these roles.

Declaration of Interests

It is a requirement that the Chair and all Trustees should declare any conflict of interest that arises in the course of conducting RCSLT business. The RCSLT will maintain a register of members' interests to avoid any danger of Trustees being influenced, or appearing to be influenced, by their private interests in the exercise of their duties. All Board members are therefore expected to declare any personal or business interest which may influence, or may be perceived to influence, their judgement. This should include, as a minimum, personal direct and indirect financial interests and should normally also include such interests of close family members. Indirect financial interests

arise from connections with bodies which have a direct financial interest, or from being a business partner of, or being employed by, a person with such an interest. In addition, any conflicts of loyalty arising from the membership of or association with similar organisations to the RCSLT must be declared.

Responsibilities as Country Representative for N. Ireland, Scotland, Wales

The Country Representative for N. Ireland, Scotland or Wales works in close co-operation with other Trustees, the Chief Executive, Heads of Country Office and other staff as appropriate. The specific responsibilities for the Country Representative include:

- To inform and support strategic direction
- To promote member engagement
- To connect with members through networks including RCSLT Hubs
- To feedback insights gained through networks, in particular the RCSLT Hub for the country
- To develop a relationship with the Head of Country Office

Commitments

The Country Representative is expected to make the following commitments:

- Attend RCSLT Hub Forum meetings (at least 3 times a year).
- Attend meetings of the Board, four times per year, usually in London, and other meetings as required.
- Make time available to read papers prior to meetings so as to be able to contribute fully to meetings.
- Attend meetings with stakeholders where appropriate.
- Be available for regular catch up telephone conversations and urgent decisions where required.
- Liaise with other colleagues also involved in RCSLT as appropriate.