

Item 5 (Appendix 2) – Non-Executive Board Member Recruitment

Person Specification

The person specification sets out the skills, experience and attributes Scottish Canals seeks for a Non-Executive Board Member role to commence on 1 July 2026 and indicates how and at which stage in the process each of the criteria will be tested when selecting an applicant for appointment. The successful applicant would also become a member of Scottish Canals Audit & Risk Committee.

The assessment includes consideration of the information you provide as part of the application process, i.e. a letter (setting out your information and evidence) a tailored CV and a short application form. The applicants who most closely meet the requirements set will be invited to attend for interview where the selection panel will ask questions in order to allow you the opportunity to demonstrate that you have the skills, experience and attributes required for the role you have applied for. Those shortlisted for interview, may also be asked to undertake an additional task. Full details will be provided to those shortlisted.

Applicants need to demonstrate that they have the essential and desirable skills, experience and attributes required for this appointment, as detailed below. All the essential criteria will be tested at both application and interview stage whilst the desirable criteria will be tested at interview only.

Essential Criteria	What it means	Where it will be tested
Governance	<ul style="list-style-type: none"> • direct experience of ensuring effective governance at senior management or board level • an understanding of the responsibilities and accountabilities of public bodies and an understanding of the frameworks within which a public sector body operates • ability to articulate what board responsibilities are from a fiscal and legal perspective and can demonstrate direct involvement in the implementation of good governance principles • an understanding of audit and risk management and the ability to demonstrate effective practical application of that understanding 	Application and interview (if invited).
Analysis and decision-making	<ul style="list-style-type: none"> • can demonstrate effective decision making at a senior level • comfortable in the analysis of highly complex (including financial) information where critical/important decisions are being made 	Application and interview (if invited).

	<ul style="list-style-type: none"> • understands the wider strategic environment and takes account of this when making decisions 	
Interpersonal skills	<ul style="list-style-type: none"> • strong interpersonal skills • evidence of constructive challenge, showing tolerance and openness while harnessing diversity • demonstrate awareness of yourself and others • ability to collaborate and work well together with others • show flexibility in thinking and operating style 	Application and interview (if invited).
Influencing and communication skills	<ul style="list-style-type: none"> • ability to listen, understand and articulate in a sensitive and accessible manner while maintaining trust, building consensus within a team environment • ability to represent the organisation effectively to external stakeholders and inspire and motivate a diverse range of audiences • ability to influence others to achieve the Organisation's strategic objectives. • actively manages authorising environment, making connections across boundaries to build strong networks and partnerships 	Application and interview (if invited).
Financial Management	<ul style="list-style-type: none"> • Financial/budget scrutiny • Financial management and sustainability • Audit and Risk Committee membership • Investment appraisal and management 	Interview (if invited).

Ideally you would also demonstrate evidence of one of the following:

Desirable Criteria	What it means	Where it will be tested
Asset Management	<ul style="list-style-type: none"> • experience of procurement projects. • asset management experience relevant to the work of Scottish Canals 	Interview (if invited).
Environmental Issues	<ul style="list-style-type: none"> • experience in a high-level role contributing to climate change mitigation, the circular economy, climate change adaption or carbon emission reduction initiatives 	Interview (if invited).
Third sector delivery	<ul style="list-style-type: none"> • Community empowerment • Social enterprise • Volunteering • Philanthropic resourcing 	Interview (if invited).
Knowledge & experience of the wider social, environmental and economic issues relevant to the operations and activities of Scottish Canals	<ul style="list-style-type: none"> • experience in a high-level role contributing to any of the following: tourism, leisure, education, regeneration and the wider economy. 	Interview (if invited).

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