

Information Pack for Chair and Members Appointments to Bòrd na Gàidhlig



The Deputy First Minister and Cabinet Secretary for Economy and Gaelic is seeking to appoint a Chair and 3 x Members to the Board of Bòrd na Gàidhlig.

The Deputy First Minister values highly the benefits of having people with a diverse range of backgrounds and experiences on the Board and particularly welcomes applications from people from traditional Gaelic speaking communities.

The appointments process for these board vacancies follows the [Code of Practice for Public Appointments](#) and is regulated by the [Ethical Standards Commissioner](#).

Key dates for this appointment round

Closing date	5pm on 10 th September 2025
Sift of applications	17 th September
When applicants will hear about the outcome of their application	W/C 22 nd September
Interviews	Interviews will be carried out online via MS Teams on: 9 th Oct, 4 th Nov (AM only), 6 th and 7 th Nov It is unlikely that we will be able to offer an alternative interview date.
Ministerial decision	November
Estimated start date	1 st January 2026

A Warm Welcome from our Chair, Mairi MacInnes

Dear Applicant

Thank you for your interest in joining the Board of Bòrd na Gàidhlig as Chair or as a Member. This is an exciting time to get involved, given the recent passing of the Scottish Languages Act 2025 by the Scottish Parliament.

Bòrd na Gàidhlig is looking to appoint a Chair and 3 x Members to the Board.

Bòrd na Gàidhlig Board and Committee meetings are live streamed to the public; therefore, we are looking for Gaelic speaking individuals who can speak and participate confidently in discussions, in Gaelic. We are also looking for individuals who can work respectfully and collaboratively with others towards shared aims, scrutinise and create organisational value through constructive challenge and be committed Ambassadors for the Gaelic language and for Bòrd na Gàidhlig.

Additionally, we are looking for individuals who have a good understanding of the current challenges and opportunities for the Gaelic language in Scotland today. This includes a willingness to work collaboratively with others as we implement the new powers being given to Bòrd na Gàidhlig through the Scottish Languages Act 2025.

We are keen to encourage people to apply who have a diverse range of backgrounds and experiences, particularly applications from people living in traditional Gaelic speaking communities.

If you believe you have the necessary knowledge, skills, and experience, and would enjoy a rewarding and challenging role, we would welcome your application.

If you would like to find out more about Bòrd na Gàidhlig and our strategic priorities before you apply, can I encourage you to visit our [website](#) and view our Corporate Plan which is available here in [English](#) and in [Gaelic](#).

If you would find it helpful you can contact Claire Cullen in the Scottish Government's Gaelic and Scots Division by emailing claire.cullen@gov.scot to find out more about the application process. If you would like any more information about Bòrd na Gàidhlig or what it is like to be Chair or a Member of the Board at Bòrd na Gàidhlig please contact our Communications Office, at oifis@gaidhlig.scot

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I do hope that you will actively consider applying for the role of Chair or Member of the Board. The closing date for applications is **5pm on Wednesday 10 September 2025** and I wish you every success with your application.

Your sincerely,

Mairi MacInnes,
Chair of Bòrd na Gàidhlig

Information about the Roles

Remuneration	<p>Board Member remuneration is £7,123.32 per annum, based on a daily rate of £197.87 for 3 days per month, and is subject to annual review. These appointments are not pensionable.</p> <p>Chair remuneration is £14,196.96 per annum, based on a daily rate of £295.77 per day for 4 days per month. This appointment is not pensionable.</p> <p>Reasonable travel and subsistence, childcare and carer receipted expenses that appear to Bòrd na Gàidhlig to be necessary for the proper discharge of duties as a Member of the Board will be reimbursed.</p>
Time Commitment	<p>At present, Members are expected to give 3 days per month on average (36 days per year) on Bòrd na Gàidhlig business.</p> <p>The Chair is expected to give a minimum time commitment of 4 days per month (48 days per year).</p> <p>Meeting will mostly be online with occasional travel for in person meetings.</p> <p>The time commitment will vary from week to week, and may be a mix of daytime board meetings, committee meetings, reading documents and attending stakeholder and development events.</p> <p>The formal time commitment includes:</p>

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	<ul style="list-style-type: none">• the preparation for and attendance at four Board meetings and a board engagement day a year;• participation in the work of Committees, established to deal with particular aspects of the board's business, and/or other related groups.
Length of Appointment Term	<p>The appointment will take effect from 1 January 2026.</p> <p>The Chair and Members length of appointments are normally up to four years.</p> <p>On the expiry of the appointment, the successful candidate is eligible for reappointment subject to: evidence of effective performance; satisfying the requirements of the person specification for the role at the time of reappointment; and Ministerial approval. Reappointment may be offered at the end of the term. The combined length of an appointment cannot exceed eight years.</p>
Location of Meetings	<p>The Board aim to meet up to 4 times per year.</p> <p>Bòrd na Gàidhlig's Head Office is in Inverness, with other offices in Stornoway and Glasgow.</p> <p>All Board and Committee meetings are held online, in Gaelic and are accessible to the public.</p> <p>Occasionally there may be in person Board Member or Chair attendance required in Inverness/Stornoway/Edinburgh or within Gaelic speaking communities across Scotland. Bòrd na Gàidhlig is committed to ensuring that Board members continue to have the flexibility to attend meetings virtually from a variety of locations across Scotland.</p> <p>Applicants should note that the working language of Bòrd na Gàidhlig is Gaelic which is one of the ways in which Members of the Board demonstrate being Ambassadors for Gaelic. Therefore, the Board conducts its business principally in Gaelic. Board papers are written in Gaelic, although some papers are produced bilingually. Support will be given to new members of the Board to develop their corporate and</p>

	<p>technical vocabulary if necessary, ensuring all members have the confidence to participate fully in meetings.</p> <p>The first Board meeting in the diary for 2026 is the 12 March 2026. The subsequent Board meeting dates for 2026 will be confirmed at the meeting in March 2026.</p>
Disqualifications	<p>As stated in the Gaelic Language Act (Sc) 2005 , paragraph 3, schedule 1:</p> <p>3. A person may not be appointed to or continue as a member of the Bòrd if that person is or (as the case may be) becomes– (a) a member of the House of Commons, (b) a member of the Scottish Parliament, or (c) a member of the European Parliament.</p> <p>A member of the Scottish Parliament cannot also hold a public appointment for public bodies listed in the schedule of the Scottish Parliament (Disqualification) Order 2020.</p> <p>Former ministers and senior crown servants (director general level and above) should seek advice from the Advisory Committee on Business Appointments (ACOPA) before applying for this role.</p>

Bòrd na Gàidhlig

Bòrd na Gàidhlig is an executive Non-Departmental Public Body (NDPB) whose Board is appointed by, and accountable to Scottish Ministers. The Chair of the Board is Mairi MacInnes. Under the terms of the Gaelic Language (Scotland) Act 2005 the Board is to consist of no fewer than 5, nor more than 11, ordinary members, and a Chair. At present the Board comprises 5 ordinary members plus the Chair.

The Chief Executive Officer (Ceannard) of Bòrd na Gàidhlig is Ealasaid MacDonald.

The Gaelic Language (Scotland) Act 2005 established Bòrd na Gàidhlig as the national body responsible for promoting Gaelic language, culture and education in Scotland. In the financial year 2024-25 it managed grant in aid worth £6.35m.

Bòrd na Gàidhlig has a number of **statutory functions** set out in the [Gaelic Language \(Scotland\) Act 2005](#) and the [Education \(Scotland\) Act 2016](#).

Bòrd na Gàidhlig prepared and is leading the delivery of the current version of the [National Gaelic Language Plan](#). Bòrd na Gàidhlig also works with public bodies on the development of their own Gaelic Language Plans which must set out the measures to be taken by the relevant public authority in relation to the use of the Gaelic language in connection with the exercise of the authority's functions.

The Scottish Languages Bill was passed unanimously by the Scottish Parliament in June 2025, following extensive engagement with stakeholders and Parliament. The Bill was granted Royal Assent on 31 July 2025 when it became an Act of the Scottish Parliament.

[The Scottish Languages Act 2025](#) will be an important vehicle to address the needs of speakers in home, school, communities and the workplace and gives both Gaelic and Scots official status for the very first time. Bòrd na Gàidhlig will have an important role in implementing the Act as well as monitoring its impact.

The Act will introduce a National Gaelic language strategy including targets in relation to promoting facilitating and supporting the use of the Gaelic language. It provides powers to set national standards for Gaelic Education and to create Areas of Linguistic Significance. Also, the Act will provide parents with a mechanism to ask for a Gaelic school to be established in their area and the right for parents in any part of Scotland to request Gaelic early years education. Lastly, the Act will ensure that where qualifications are available in Gaelic they are accompanied by appropriate teacher and pupils support and resources.

Bòrd na Gàidhlig's overall purpose and strategic aims are:

- to increase the number of persons who can use and understand the Gaelic language;
- to encourage the use and understanding of the Gaelic language; and
- to facilitate access, in Scotland and elsewhere, to the Gaelic language and Gaelic culture.

The Role of the Board Chair

The Chair will be expected:

- as its most senior advocate, to represent Bòrd na Gàidhlig and its statutory role in delivering Scottish Ministers' policy aims for Gaelic at a national, UK and international level;
- to be directly accountable for the delivery of the outcomes Scottish Ministers require from Bòrd na Gàidhlig and maintain strong working relationships with Ministers given Bòrd na Gàidhlig's role as the principal adviser to Government on Gaelic;
- to lead the Board, ensuring strong corporate governance and clear corporate direction for Bòrd na Gàidhlig and its staff;
- to provide senior guidance and support to the Chief Executive Officer (Ceannard) and Bòrd na Gàidhlig Management Team in delivering the outcomes required of Bòrd na Gàidhlig, within a culture of excellence, continuous improvement and value for public money;
- to provide senior support and guidance to the Chief Executive Officer (Ceannard) on his/her continuing professional development;
- to build and maintain strong working relationships with Gaelic organisations, the wider Gaelic community and a wide range of other organisations to achieve strong joint working in delivering [National Plan objectives](#);
- to act as an Ambassador for the language through the media and with external stakeholders.

The Role of Board Member

Board Members will be expected to contribute to:

- increasing awareness of and promoting the use of the Gaelic language;
- working with key Gaelic groups and public sector bodies to promote the use of the Gaelic language, and identifying new opportunities for working in partnership with organisations in the public, private and voluntary sectors as appropriate;
- assisting in defining and developing the Board's strategic direction, setting challenging objectives and monitoring progress towards them;
- taking proper account of guidance provided by Scottish Ministers and the Scottish Government;
- contributing to the work of one or two of the Board's committees (Policy and Resource Committee and Audit & Risk Management Committee);
- overseeing and contributing to the [National Gaelic Language Plan 2023-28](#).

Board Members are expected to uphold the Principles of Public Life in Scotland and observe the provisions of the Bòrd na Gàidhlig code of conduct which can be found [here](#).

[On Board](#) was published by the Scottish Government in 2014 and revised in 2017. The aim of this guide is to provide new Chairs and Board Members with much of the basic information that you will need to understand the role of a Board Member of a public body. The document provides the principles of corporate governance, sets out the roles, responsibilities and relationships as well as the effective financial management and expected standards of behaviour that you will adhere to.

If you would like more information about the role, or an informal discussion about it please contact Claire Cullen, at claire.cullen@gov.scot. If you would like any more information about Bòrd na Gàidhlig or what it is like to be a Member of the Board at Bòrd na Gàidhlig please contact the Communications team at oifis@gaidhlig.scot.

The Selection Panel

Panel Chair	Claire Cullen, Division Head, Gaelic and Scots Division, Scottish Government
Panel Member	Mairi MacInnes, Chair, Bòrd na Gàidhlig
Independent Panel Member	Donald Campbell, Chief Executive, MG ALBA
Representative from the Ethical Standards Commissioner	Paul Matheson, Public Appointments Adviser

Please note that applicants will be asked to declare if they know any members of the selection panel. The panel will also declare if they know any applicants. Any actual or perceived conflicts of interest will be managed in line with the [Ethical Standards Commissioners Code of Practice for Public Appointments](#).

Chair and Member Person Specification

The Board have identified the particular requirements to complement the skills-set of the existing Board. Please read this carefully.

For both the Chair and Member criteria, we have explained below what we are looking for and how, and at what stage, these will be tested. For each criterion there is a word limit of 300 words in the application, and for the tailored career history there is a word limit of 400 words.

Please note: Recommendations for appointment will reflect the mix of knowledge, skills, and experience of those individuals identified as being the most able to meet the roles and needs of Bòrd na Gàidhlig.

In providing the evidence sought, you can draw on examples from your lived experience e.g. working or personal life, through your participation with a private, public, voluntary, charity or community organisation.

We are looking for individuals who can put their experience to good use on the Board. The table below sets out the skills, knowledge, experience and attributes that we are seeking and explains how the criteria will be tested.

Chair Criteria

- (i) The Chair must evidence **all 6 Essential Criteria** in both their application and then at the interview/assessment. Priority Criteria is not tested for the Chair appointment (unlike the Member criteria). When completing the application form please leave the Priority Criteria boxes blank.

Chair - Essential Criteria	What are we looking for	How will this be assessed?
1. Ability to read, write, speak and understand English and Gaelic fluently and confidently.	<ul style="list-style-type: none"> ability to speak, read and understand Gaelic fluently and be able to discuss and question matters confidently in Gaelic in a public setting e.g. media / interviews / events; excellent verbal and written communication skills; able to influence and communicate concisely, confidently and to a wide range of audiences online and in person. 	Assessed overall (not a specific question in the application or a specific question at interview).

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2. Experience or understanding of monitoring, compliance, or enforcement of regulatory powers.	<ul style="list-style-type: none">• an understanding of how to monitor performance effectively alongside key outcomes or indicators;• experience of monitoring or enforcing regulatory powers.	Application (max 300 words) Interview / assessment.
3. Ability to support and implement change at a leadership level.	<ul style="list-style-type: none">• experience of leadership at a strategic level;• experience or understanding of how to lead and support a team through a process of change;• ability to encourage and support others to give their views and contribute positively;• ability to support a team towards working collaboratively towards a shared common purpose;• able to hold management to account for delivery and performance through constructive challenge and support;• confidence to ask constructive questions and hold information or proposals up to appropriate scrutiny in the best interest.	Application (max 300 words) Interview / assessment
4. Ability to understand the wider strategic context.	<ul style="list-style-type: none">• able to contribute to the successful delivery of a strategy or business plan;• able to identify priorities, challenges and risks within different timeframes and evaluate their impact from a strategic perspective;• able to challenge and scrutinise management decisions constructively.	Application (max 300 words) Interview / assessment
5. Experience of evidence-based	<ul style="list-style-type: none">• able to analyse and evaluate complex information to inform strategic decision making;	Application (max 300 words)

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decision making and understanding of key governance requirements.	<ul style="list-style-type: none">• relevant experience or understanding in governance at a leadership level;• able to implement good governance principles and effective working practices.	Interview / assessment
6. Ability to engage effectively with a diverse range of stakeholders to build shared aims and strategic partnerships.	<ul style="list-style-type: none">• able to engage and influence a wide range of stakeholders, including local authorities, Scottish Government, third sector, community-based organisations, media;• able to influence senior level colleagues and stakeholders and able to promote and get buy-in of the objectives/benefits of a strategy to a wide range of stakeholders.	Application (max 300 words) Interview

Member Criteria

By the end of the process, successful candidates must evidence at least **one of the priority criteria** plus **all** four essential criteria. We will draw on the whole process (application and tailored career history, oral response, Board Paper exercise, and interview responses) for evidence.

The priority criterion is weighted over the essential criteria, and the candidates who provide the strongest evidence against the priority criterion will be considered most able to fulfil the role.

In the event that candidates provide evidence of equal merit against the priority criterion, the panel will then take into account the strength of the evidence presented against the essential criteria in determining the candidate(s) most able to fulfil the role.

- (i) Bòrd na Gàidhlig need members who bring specific expertise to the Board to enable it to work effectively. You must be able to demonstrate **at least 1 of the Priority Criteria** shown in the table below. You do not need to meet more than one/all of them. On the application form you will be asked to

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provide evidence against the one in which you consider you have most competence, using no more than 300 words. If you have experience against the other Priority Criterion, you can highlight this in your application, by simply stating **Yes or No**, and this will be further explored with questions if you are invited for interview

- (ii) Board members also need to have some general experience, knowledge and skills. These are listed under the '**Essential Criteria**' which will enable you to make a full contribution to the work of the Board. We are asking you to demonstrate **all of the Essential Criteria**.

Member - Priority Criteria	What are we looking for?	How will this be assessed?
1. Understanding or experience of risk management, financial management and accounting.	<ul style="list-style-type: none">• experience of working with and making sense of information relating to finance risk and associated systems and controls;• being able to communicate financial information effectively to others including committees, for example an audit and risk committee;• a qualification is not required.	Application (max 300 words) Interview
2. Experience of the key challenges and opportunities of living in traditional Gaelic speaking communities.	<ul style="list-style-type: none">• recent or current experience of living in a traditional Gaelic speaking community;• an understanding of the positive aspects and opportunities of living in traditional Gaelic speaking communities;• an understanding of the challenges of living in traditional Gaelic speaking communities.	Application (max 300 words) Interview / assessment
3. Ability to empower rural or island communities using community engagement or involvement approaches.	<ul style="list-style-type: none">• an understanding or experience of working in rural or island communities using community engagement or involvement approaches;• you can draw on experience of working or volunteering with a community-based organisation.	Application (max 300 words) Interview

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4. Excellent understanding and/or experience of delivering Gaelic language education (from pre-school to adult learning/further education).	<ul style="list-style-type: none"> • understanding and experience of delivering Gaelic language learning and opportunities at one or more level (pre-school, primary, secondary, adult learning, further education); • experience of working with local authorities or other stakeholders to deliver outcomes for Gaelic education; • experience and understanding of effective Gaelic learning opportunities and how to promote them. 	<p>Application (max 300 words)</p> <p>Interview</p>
5. Experience of working in a corporate communications or media environment, strong verbal and written communication skills.	<ul style="list-style-type: none"> • understanding or experience of working in a communications or media environment; • experience of how to promote an organisation positively in a range of media (for example newspapers, radio, TV). 	<p>Application (max 300 words)</p> <p>Interview</p>
Member - Essential Criterion	Example Indicators	Assessment
1. Ability to read, write, speak and understand Gaelic fluently.	<ul style="list-style-type: none"> • ability to speak, read and understand Gaelic fluently and be able to discuss and question matters confidently in Gaelic in a public setting; • willing to engage in developing their technical language ability to be able to participate fully in discussions and the Board's work. 	<p>Assessed overall</p> <p>(not a specific question in the application or a specific question at interview)</p>
2. Strong interpersonal/ personal	<ul style="list-style-type: none"> • ability to be succinct, persuasive, and flexible whilst working constructively with different organisations and stakeholders; 	<p>Application (max 300 words)</p>

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communication skills, ability to challenge respectfully and constructively with others.	<ul style="list-style-type: none">• actively seeks out and respects the views of colleagues and has confidence to question or raise concerns when necessary;• ability to adapt and work flexibly in a mix of online and in person engagement;• ability to represent and promote an organisation to a wide range of stakeholders, e.g. politicians, the media – and act as an Ambassador;	Interview / assessment
3. Ability to work as part of a team, building positive relationships and working towards shared goals.	<ul style="list-style-type: none">• ability to demonstrate working effectively within a team;• able to put forward views in an objective way and open to others' views;• Ability to participate constructively in discussions and work towards consensus, to reach a decision;• Able to accept a consensus decision even if it goes against a personal view.	Application (max 300 words) Interview
4. Experience in planning and delivering work that is informed by evidence.	<ul style="list-style-type: none">• experience of planning, researching or evaluating the impact of plans, or projects and initiatives;• experience of reading and evaluating complex information (for example a strategy or policy document) and making sense of it to inform planning or decision making or improvement;• experience in research of any kind, but this does not need to be formal academic research.	Application (max 300 words) Interview / assessment

Chair and Member - Career History

For both the Chair and Member roles, please include a short, tailored career history. We are looking for information about your career/life history that is relevant to the roles and criteria.

Tailored Career History

You will be asked to provide evidence against the Criteria assessed at application stage. You will also be asked to provide a tailored career history. This should include information from your professional, personal and voluntary experience which is relevant to this role. This should be no more than 400 words. You may wish to include:

- Dates
- Information about the organisation
- Information about your role and experience

How to apply online

Find the role you wish to apply for on this website and follow the instructions at the bottom of the advert. You can submit your application in either English or Gaelic.

We strongly recommend that you draft your answers in a word document and check the word count / spelling and grammar before copying and pasting your answers in the relevant sections of the online application form.

Please note that you will not be able to update your answers or supporting documents once the online application is submitted. Late applications will not be accepted by the selection panel.

The deadline for applications is 10 September 2025 at 17:00.

If you use assistive technology, please contact the Public Appointments Team for an accessible application form by email at public.appointments@gov.scot

The Assessment Process

The assessment process is detailed below:

1. The selection panel will assess all applications against the criteria for appointment (see the Person Specification in this pack). Those who demonstrate evidence that most closely meet the criteria tested at this stage will be shortlisted for interview.
2. Prior to your interview, you will be sent an **oral response task**. You will receive a question on a specific topic and will be asked to **respond in Gaelic** during the interview, speaking for up to five minutes. The Panel may ask follow-up questions in Gaelic or in English on the oral response task.
3. In addition, the interview will include a **Board Paper exercise**. Candidates will be provided with a paper in Gaelic on the day of the interview and given 30 minutes to read and analyse it. Following this preparation time, the panel will ask questions related to the paper, and this part of the interview will be **conducted in English**.
4. The selection panel will ask **questions** during the interview which relate directly to the criteria for appointment.
5. The selection panel will also ask questions relevant to the fit and proper person test (see further down) which will include questions about the [Principles of Public Life](#).
6. The selection panel will review the evidence provided and agree on which candidates have most closely met the criteria for selection and should be recommended to the appointing Minister.
7. The appointing Minister will decide on whom to appoint based on evidence from the selection panel. The appointing Minister may request to meet with candidates before making a final decision.
8. Appointees will be asked to complete pre-appointment checks which will include a Disclosure Check (there is no charge for this). An appointment is conditional on satisfactory completion of these.

Guaranteed Interviews

This appointment round will provide guaranteed interviews for disabled people who meet the criteria for the role being tested at the application stage. The selection panel will not know which applicants have requested a guaranteed interview until the shortlisting is complete.

Fit and Proper Person Checks

In the context of public appointments, a fit and proper person is someone who is suitable because they meet the requirements of the role, and their past or present activities and behaviour means they are suitable. Tests are built into different stages of the appointment process to ensure that:

- Conduct to date has been compatible with the public appointment
- Membership is not barred by the body's constitution e.g., criminal record or bankruptcy (see disqualifications)
- There are no unmanageable conflicts of interest
- Political activity is declared
- There is agreement to abide by the [Principles of Public life in Scotland](#)
- There is confirmation that the time commitment required for the role can be met.

Media/Social Media Checks for candidates invited to interview

The selection panel may consider publicly available information about candidates which is posted by candidates on social media or any media coverage about them particularly on news sites. Any findings that the selection panel agree are pertinent to the role or that may call into question suitability for the appointment, credibility of the appointments process or the public body will be discussed with candidates at interview. Consideration of any issues will take place openly and transparently to establish the facts. Candidates will be given an opportunity to respond to any concerns. This information will be handled in line with the Privacy Notice for public appointments.

Gender Representation on Public Boards (Scotland) Act 2018

Gender Representation on Public Boards (Scotland) Act 2018 Scottish Government recognises the implications of the Supreme Court judgement dated 16 April 2025 for public appointments subject to the Gender Representation on Public Boards (Scotland) Act 2018. The Supreme Court ruled that a person with a full gender recognition certificate (GRC) which recognises their gender as female, is not a “woman” for the purposes of the Equality Act 2010 and consequently the Gender Representation on Public Boards (Scotland) Act 2018. Revised statutory guidance on the Gender Representation on Public Boards (Scotland) Act 2018 has been prepared and published. The updated guidance will apply to this appointment process once available. The Scottish Government is committed to dignity, fairness and respect for all and actively invites applications from all.

Frequently asked Questions and Answers

Who can I contact to speak about this role?	If you would find it helpful you can contact Claire Cullen, Panel Chair, Divisional Head of the Scottish Government's Gaelic and Scots Division by emailing claire.cullen@gov.scot
Who can I speak to about a disability related reasonable adjustment?	Please contact the Public Appointments Team Email: public.appointments@gov.scot Deaf, deafblind and BSL users can contact the team via contactSCOTLAND-BSL
I am having a problem with the application process who can I speak with?	Please contact the Public Appointments Team (see contact details above).
Do you have any advice for candidates attending interviews?	Yes. More information is provided here: Introduction - Public appointments: guide - gov.scot (www.gov.scot)
I can't attend the interview in person, can I attend remotely?	Yes. All interviews will be conducted via MS Teams.
Will you reimburse expenses for attending an interview?	Interviews will be conducted via MS Teams.
What does 'appointed on merit' mean?	Appointed on merit means that the people who are appointed most closely meet the criteria that is sought for the Board vacancy at a point in time. People are assessed on the evidence that they present in the appointments process and the findings of the fit and proper person test.
What role does the Ethical Standards Commissioner (ESC) have in the appointments process?	The ESC regulate and monitor the public appointments process . The Commissioner plays a role in ensuring appointments are made on merit and use fair methods. More information about the Commissioner's role is provided here: Public appointments Information leaflet Ethical Standards Commissioner

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Can I apply if I am not a British citizen?	Yes. You can apply for and be appointed to the Boards of Public Bodies if you are not a British citizen however you must be legally entitled to work in the UK.
Would remuneration for a public appointment impact on my benefits?	Possibly. Taking up a remunerated public appointment may affect benefits payments. This will depend on individual circumstances and you should seek advice from your benefits provider. More information is provided here: Public appointments and welfare benefits: information - gov.scot (www.gov.scot)
Do the selection panel see information from the diversity monitoring form?	No. Diversity monitoring information provided by applicants is not shared with the selection panel. If applicants opt for a guaranteed interview this information will only be shared with the selection panel <u>after</u> scoring has been complete at the shortlisting stage. Information about a reasonable adjustment may be shared with the selection panel to ensure that requirements are met (e.g. if a BSL interpreter is required).
Do I need to provide an email address and contact details at application stage?	To meet the requirements of the Baseline Personnel Security Standard (BPSS) the Scottish Government must be able to verify the credentials of applicants for public appointments should they be recommended for appointment. To ensure that this is possible all applicants must provide an address and contact details at application stage. If applicants do not provide this information their application will be rejected.
How will my personal information be handled?	All personal information will be handled with great care and in line with UK GDPR and data protection requirements. Further information can be found in the Privacy Notice .
Can I get feedback on my application or interview?	Yes. Feedback is available on request.
Is any training provided if I am offered and take up an appointment?	Yes. Each Board has their own induction process and training offer. New appointees are also invited to attend an induction day hosted by the Scottish Government.

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Can I apply for a Chair role on a Board if I have already been a member of that Board?	Yes. Board members can serve a maximum of 8 years on one Board in one role. The Board Chair is considered a different role and so current and previous members can apply.
Is it possible to hold more than one public appointment?	Yes. It is possible to have more than one public appointment. You should check that you can make the time commitment for an additional appointment and that there are no unmanageable conflicts of interest.
Are public appointments announced?	Yes. Every appointment is announced here: Public appointments: news releases - gov.scot (www.gov.scot) The Board may also announce new appointments on their own website and social media platforms. Information published will include a biography and details of any political activity within the last 5 years.
What standards are expected of Board members?	The conduct expected of Board members is set out here: Members of devolved public bodies: model code of conduct - December 2021 - gov.scot (www.gov.scot) (this includes the Principles of Public Life)
How can I complain about the public appointments process?	Further information about the complaints process for public appointments can be found here: How to apply - Public appointments: guide - gov.scot (www.gov.scot) Anyone concerned about public appointments can raise a complaint and have it independently investigated by the Ethical Standards Commissioner. Investigation process public appointments Ethical Standards Commissioner

For further information

Please contact the Scottish Government's Public Appointments Team at public.appointments@gov.scot

Deaf, deafblind and BSL users can contact the team via [contactSCOTLAND-BSL](#)