

Information Pack for the Appointment of Members to the Board of South of Scotland Enterprise



The Deputy First Minister and Cabinet Secretary for Economy and Gaelic is seeking to appoint up to three new Members to the Board of South of Scotland Enterprise from 1 August 2026. The Deputy First Minister values highly the benefits of having different points of view on the board and welcomes applications from people from all walks of life.

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

Key dates for this appointment round

Closing date	5.00 pm on Monday, 4 May 2026.
Sift of applications	Wednesday, 13 May 2026.
Date applicants will hear about the outcome of their application	w/b Monday, 18 May 2026.
Interviews	Thursday, 4, and Friday, 5 June 2026. The interviews will be held in South of Scotland Enterprise, Carmont House, The Crichton, Bankend Road, Dumfries DG1 4TA. It is unlikely that we will be able to offer alternative interview dates.

Ministerial decision	w/b Monday, 29 June 2026.
Start date	1 August 2026.

All dates are subject to confirmation following the completion of the 2026 Scottish Parliament election.



16 March 2026

Dear Applicant

Appointments to the Board of South of Scotland Enterprise

We have three exciting opportunities for anyone who would like to make a real difference in the South of Scotland by being part of something special as Scottish Ministers look to appoint three new members of our Board.

South of Scotland Enterprise – or SOSE for short - was launched on 1 April 2020 and was set up to bring a fresh and regionally focussed approach to economic and community development in and for the South of Scotland and to deliver it in a different way. As the economic and community development agency for Dumfries and Galloway and the Scottish Borders we aim to be bold, different, and ambitious, and our focus as a public body is to help people, communities, and enterprises in the South of Scotland to thrive, grow and fulfil their potential.

We have said from the very beginning we would listen first, be bold, different and ambitious and as Chair of the SOSE Board, I am incredibly proud of what we have accomplished so far in our first five years. From COVID-19 support to creation and safeguarding of over 10,000 jobs to development of entrepreneurship and innovation and over 1000% increase in inward investment enquiries – the impact we've had in five years has been significant. However, there is still much more to do. More details on what we achieved in our first five years is available by clicking [here](#).

Our Board members play a vital role in the governance of SOSE, setting the strategic direction across all we do, making bold and sometimes difficult decisions, considering the legislation and wider policy direction set by the Scottish Government.

As of March 2026, we have around 140 staff who work hard, strive for excellence and really are a pleasure to work with. Our culture and way of working very much mirrors the SME we are and allows us to be flexible and dynamic to ensure that we deliver the outputs we need

for the South of Scotland. SOSE is now five years old and we recently completed a reshaping of the organisation to take account of what we have learned over those years and the fiscal and changing environment we are all facing across the world and how we deliver what we need to in that context.

We also play an important leadership role in bodies like the Regional Economic Partnership working closely with Scottish Borders and Dumfries and Galloway councils, as well as other key partners both regionally and nationally, to make the voices of the South heard, to add real value and make the best use of our resources. The move towards more regionally based economic development is likely to increase after the election as will our leadership role in that process.

As a Board member, you will play a significant role in helping to inspire our region to think bigger so we can collectively unlock the great potential of our people and our resources to make things happen in the South.

So, who are we looking for to join our Board?

I am very keen that we have the most capable and diverse pool of candidates to consider - individuals from all walks of life who can add real value to SOSE and support its vision to establish the South as the centre of opportunity, innovation, and growth.

On this occasion, we are seeking three Board members and we are keen to hear from people with knowledge and experience in one of the following three areas:

1. Renewables; energy; and Net Zero;
2. Financial acumen;
3. Communities/Community Wealth Building.

The Board members would also be asked to demonstrate a number of more generic board skills including the ability to think strategically about the issues impacting SOSE; the ability to communicate and influence effectively; the ability to work co-operatively and collaboratively; and the ability to explore innovative and creative solutions to problem solving.

Further detail on each role is set out at page 11. The person specification, at pages 13-17, sets out the skills and experience required.

The appointments are for up to four years and will take effect from 1 August 2026 (subject to confirmation following the completion of the 2026 Scottish Parliament election).

Even if this doesn't sound like a fit for you, I would be delighted if you would help spread the word by sharing this opportunity with those in your organisation, and through your networks - particularly to those who you consider have the experience listed above.

Are you ready to join us?

This is a fantastic opportunity to join the Board of a really different Enterprise Agency and hopefully the opportunity will inspire you and others that you share it with.

We see ourselves as a SME in all we do, so the relationship between staff and Board is close and we are all part of the same team doing what we need to do to make the South of Scotland successful. I can guarantee it will be an exciting journey to join us on across the breadth and depth of what we do for everyone in the South of Scotland.

This applicant information pack will hopefully answer any questions you might have about SOSE and the Board member vacancies.

If you are interested, or have questions, please contact Susan Cannon, our Corporate Governance Lead on 01750 535917 or email at susan.cannon@sose.scot.

We look forward to receiving your application.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Russel Griggs', enclosed within a hand-drawn oval shape.

Russel Griggs OBE

Chair of South of Scotland Enterprise

Information about the Member role

<p>Remuneration</p>	<p>£275.58 per day. Reasonable expenses incurred will be reimbursed. The role is non-pensionable.</p>
<p>Time commitment</p>	<p>2.5 days per month on average, with some flexibility as, on occasions, an additional time commitment will be necessary.</p>
<p>Length of appointment term</p>	<p>The appointment is for four years from 1 August 2026.</p>
<p>Location of meetings</p>	<p>There are normally six scheduled Board meetings per year, approximately eight weeks apart. All scheduled meetings are held, in person in venues in the south of Scotland. There can be additional ‘ad-hoc’ Board meetings or strategy sessions throughout the year which are either online via MS Teams or in person. The Board has three Committees and Board members are normally asked to be a member of one or more of these Committees. Each Committee meets approximately four times per year and meetings are either online via MS Teams or in person in the SOSE Offices in either Dumfries or Selkirk.</p> <p>Three of the Board members will also attend meetings of the South of Scotland Regional Economic Partnership, which meets quarterly. These meetings are held in person.</p> <p>Reasonable adjustments are always considered for any Member not able to attend meetings in person.</p>

Disqualifications

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](#).

Former ministers and senior crown servants (director general level and above) should seek advice from the Advisory Committee on Business Appointments (ACOBA) before applying for this role.

Applicants will also be ineligible to apply for this appointment if they have already served a total of eight years as a Member of the SOSE Board.

South of Scotland Enterprise

South of Scotland Enterprise (SOSE) is the dedicated economic and community development agency for the South of Scotland.

Recently celebrating its fifth anniversary, SOSE has led the way in responding to the unique opportunities and challenges in the South of Scotland.

We recently held a Scottish Parliament reception to celebrate the South of Scotland, as well as SOSE's first five years, at which Deputy First Minister Kate Forbes highlighted:

“SOSE is an organisation which stands up for the South of Scotland, that represents the people in the region and supports the best opportunities which we have.

“SOSE has been at the forefront of some of the most exciting developments across not just the South of Scotland, but the whole of Scotland.”

A short video of the Deputy First Minister and SOSE Chair Executive discussing the impact of SOSE is available to view here [Deputy First Minister Kate Forbes and SOSE Chief Executive Jane Morrison-Ross discuss role of SOSE](#).

Aims, Vision and Role

With a focus on growing the economy, both regionally and nationally, SOSE works closely with the Scottish Government and partners to build on Scotland's entrepreneurial strengths, boosting innovation and productivity, supporting trade and exports and attracting investment. By working with communities and social enterprises through its place-based activities, they maximise their contribution to economic growth and to tackling inequalities.

More widely, SOSE works to help support and deliver the actions set out in the Programme for Government [Programme for Government](#) to deliver on the Scottish Government's four main priorities of growing the economy, eradicating child poverty, tackling climate emergency and ensuring high quality and sustainable public services.

SOSE published its first five year [Action Plan](#) in March 2023, following extensive engagement with communities across the South of Scotland. The Action Plan sets out SOSE's vision to: 'create success, increase opportunity, lead a sustainable and just transition to net zero and advance equality'.

It reiterates SOSE's mission to bring people together across the South of Scotland and work in partnership with them to further the region's economic and social development and to improve its amenity and environment. It underlines SOSE's commitment to providing

expertise, mentoring and investment to people, enterprises, businesses, and communities and to unlocking the great potential of the South.

The Action Plan outlines six areas of strategic focus:

- accelerating Net Zero and nature-based solutions;
- advocating for Fair Work and equality;
- activating and empowering enterprising communities;
- attracting ambitious investment;
- awakening entrepreneurial talent; and
- advancing innovation and productivity.

SOSE's recently published [2025-26 operating plan](#) sets out the areas of focus for 2025-26 and is designed to capitalise and build on the vision, ambition and determination of the businesses and communities of the region.

With its partners in the [Regional Economic Partnership](#) it is part of the big challenges for the south of Scotland in housing, transport and skills which are also a key focus for SOSE.

Recognising all the above plus the changing state of public finance for the foreseeable future we are embarking on a reshaping of the organisation which recognises that much of what we do is intelligence led and that our biggest asset is our staff. That will make us at heart a development agency in every way with funding being only one of the tools we use to help communities and businesses.

Member role

Members of the board are appointed by Scottish Ministers and have a collective responsibility for the proper conduct of SOSE affairs. They are not appointed as representatives of individual organisations and are expected to use the skills, knowledge and experience gained in their own careers when taking decisions on behalf of SOSE. Members are drawn from a range of backgrounds in the public, private and third sectors.

The main duties of SOSE board members are to provide leadership, governance, direction, support, and guidance, to ensure that SOSE delivers its functions effectively and efficiently and in accordance with the aims, policies and priorities of Scottish Ministers.

Members' corporate responsibilities, under the leadership of the SOSE Chair, include:

- ensuring that SOSE's corporate plan reflects its strategic aims, objectives and key targets as agreed by the Scottish Ministers and focusing on how its work can most effectively contribute to the achievement of the National Performance Framework and the annual Programme for Government in collaboration with the Scottish Government and other public bodies;
- regularly scrutinising current and projected performance against the aims, objectives and targets set out in SOSE's corporate plans and taking decisions on remedial action where required;
- ensuring that decision-taking is open and transparent and that effective arrangements are in place to provide assurance on governance, internal control, and risk management. The Board must set up an Audit Committee, chaired by a non-executive member, to provide independent advice and assurance on the effectiveness of the internal control and risk management systems;
- approving the annual report and accounts and ensuring these are provided to the Scottish Ministers to be laid before the Scottish Parliament;
- promoting the efficient, economic and effective use of staff and other resources consistent with the principles of [Best Value](#), including participation in shared services where appropriate;
- regularly scrutinising financial performance and compliance with financial guidance issued by the Scottish Government;
- appointing, with the approval of the Scottish Ministers, SOSE's Chief Executive and ensuring that the Chief Executive's objectives give due weight to the proper management and use of resources and the delivery of outcomes;

- promoting the wellbeing, learning and development of staff, providing support and challenge to the Chief Executive on staffing matters and ensuring that SOSE meets its staff management responsibilities.

Board members will also be expected to demonstrate a willingness to develop an understanding of SOSE's operations.

Renewables/Energy/Net Zero Role

We are looking for a Board member who has a strategic understanding of the UK energy sector and understands how that is likely to develop and change over the coming years through both technology and political change.

Financial Role

We are seeking a Board member who has substantial experience of working with Boards or Committees and external auditors or being a Chair of an Audit and Risk Committee. They would have knowledge of current financial reporting standards and corporate governance best practice and a strong understanding of risk assessment, management and mitigation techniques, and be able to relate these to the public sector.

Communities Role

We are looking for someone that can help us spot potential in the people and places we serve, and with the skills and experience to help us guide communities, through sound judgement and strategic decision making to turn that into successful projects that create jobs, generate revenue and improve people's lives and localities.

Further Information

For further information about SOSE and the Board Member roles, please contact Susan Cannon, Corporate Governance Lead, SOSE, on 01750 535917 or at susan.cannon@sose.scot. You can also find out more about SOSE at www.southofscotlandenterprise.com/.

Finally, you may find it helpful to watch the following video clips.

Episode 1 - The Start of SOSE - https://youtu.be/P_yaRw2PmDg

Episode 2 - Importance of Partnerships – <https://youtu.be/3gvytvzRpoE>

Episode 3 - Russel's Highlights - <https://youtu.be/NmGsEz8d8Jc>

Episode 4 - Importance of our staff - <https://youtu.be/IYEwr5c9F0k>

Episode 5 – What's next for SOSE? - https://youtu.be/wdamx_gNbsM

The Selection Panel

Chair	Russel Griggs OBE, Chair of the Board of South of Scotland Enterprise
Independent panel member	Jo O'Hara, Vice-Chair of Changeworks and a non-executive adviser to Forestry and Land Scotland
Panel member	Kimberley Daly, Head of Highlands, Islands, Edinburgh and South Growth Deals, Scottish Government
Panel member	Helen Forsyth, a Member of the Board of South of Scotland Enterprise

Please note that applicants will be asked to declare if they know any members of the selection panel. The selection 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](#).

Person Specification

The Deputy First Minister is looking for up to three Members who can put their skills, knowledge, understanding and experience to good use on the Board of SOSE. The table below sets out the skills, knowledge, experience and attributes that we are seeking and explains how the criteria will be tested. You may have gained your experience through work, by being active in your community, in a voluntary capacity or through your own lived experience.

The candidates recommended to the Deputy First Minister for appointment will be the combination of candidates who together most closely meet the priority and essential criteria overall, and are, therefore, most suitable to meet the needs of the SOSE Board as a whole.

Priority Criteria

The priority criteria are weighted over the essential criteria, and the candidates who provide the strongest evidence against the priority criteria will be considered most able to fulfil the roles. In the event that candidates provide evidence of equal merit against the priority criteria, the selection panel will then take into account the strength of the evidence presented against the essential criteria in determining the candidates most able to fulfil the roles.

You should provide evidence for at least one priority criterion. You may provide evidence for more than one if you wish but if you do, the selection panel would like you to make it clear in your application, which one you consider the strongest.

Priority Criteria	Example indicators	How this will be assessed
1. Renewables; energy; net zero	<ul style="list-style-type: none">• strategic understanding of the UK energy sector/market;• understanding of the eco-system around energy regulation and process;• understanding of the potential “disruptors” within the sector.	<p>This criterion will be assessed at the application stage. Your evidence in your application should be no more than 300 words.</p> <p>It will also be assessed at interview if you are invited to that stage.</p>

<p>2. Financial acumen</p>	<ul style="list-style-type: none"> • previous Audit and Risk Committee Chair experience or substantial experience of working with relevant boards or committees and external auditors; • the ability to make reasoned judgments where extensive evidence might not be available; • understanding of current financial reporting standards and corporate governance best practice and able to relate these to the public sector; • strong understanding of risk assessment, management and mitigation techniques; • understanding and experience of commercial decision making. 	<p>This criterion will be assessed at the application stage. Your evidence in your application should be no more than 300 words.</p> <p>It will also be assessed at interview if you are invited to that stage.</p>
<p>3. Communities/Community Wealth Building</p>	<ul style="list-style-type: none"> • experience of working with communities in a leadership capacity, to define, develop and deliver successful programmes that achieve clear and measurable economic and social impacts; • commercial acumen with experience of building 	<p>This criterion will be assessed at the application stage. Your evidence in your application should be no more than 300 words.</p> <p>It will also be assessed at interview if you are invited to that stage.</p>

	<p>the capacity and capability needed by community organisations to run a successful enterprise and generate economic and social returns;</p> <ul style="list-style-type: none"> • knowledge of both Place Making and Community Wealth Building principles and experience of applying these within successful projects and/or programmes in the South of Scotland. 	
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Essential Criteria

Essential Criteria	Example indicators	How this will be assessed
1. Ability to think strategically about the issues impacting SOSE	<ul style="list-style-type: none"> • understanding of the current and future environment, challenges, risks, and opportunities which relate to SOSE's remit; • knowledge and understanding of issues affecting the south of Scotland as set out in our Action Plan; • ability to think strategically and help the organisation to evolve and implement the Action Plan. 	This criterion will be assessed at interview for those invited to that stage.

<p>2. Ability to communicate succinctly and influence effectively</p>	<ul style="list-style-type: none"> • ability to represent/promote an organisation to a wide range of stakeholders; • ability to successfully influence diverse partners and stakeholders to deliver an agreed vision and objectives; • ability to build strong relationships with partner organisations and work with them. 	<p>This criterion (and criterion 3) will be assessed jointly at the application stage.</p> <p>Your evidence should be in the form of a written statement covering both and no more than 600 words. Ideally the selection panel want approximately 300 words on each criterion. Full details are at page 18.</p> <p>It will also be assessed at interview if you are invited to that stage.</p>
<p>3. Ability to work co-operatively and collaboratively</p>	<ul style="list-style-type: none"> • ability to work with colleagues to deliver objectives; • understanding of the principles of corporate responsibility and decision making at board level; • demonstrating curiosity and discussing issues with colleagues to reach agreed conclusions without rancour; • ability to work flexibly with colleagues to ensure the work of SOSE is effective. 	<p>This criterion (and criterion 2) will be assessed jointly at the application stage.</p> <p>Your evidence should be in the form of a written statement covering both and no more than 600 words. Ideally the selection panel want approximately 300 words on each criterion. Full details are at page 18.</p> <p>It will also be assessed at interview if you are invited to that stage.</p>

4. Ability to explore innovative and creative solutions to problem solving	<ul style="list-style-type: none">• the ability to think outside the box;• the ability to look at data from a range of issues to resolve issues;• experience of creating synergies and new insights.	This criterion will be assessed at interview for those invited to that stage.
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The Application Process

You will be asked to demonstrate evidence of the priority and essential criteria in your online application.

Priority Criteria

Please demonstrate evidence of at least one of the priority criteria:

1. Renewables; energy; net zero
2. Financial acumen
3. Communities/Community Wealth Building

This should be the one which you consider you can demonstrate the strongest evidence. You may provide evidence for more than one if you wish:

Your evidence should be no more than 300 words for each criterion chosen.

If you choose to provide evidence of more than one priority criterion, please make it clear in your application which you consider is your strongest.

Essential Criteria

Please demonstrate evidence of the criterion 2 and 3 together:

2. Ability to communicate succinctly and influence effectively
3. Ability to work co-operatively and collaboratively

This should be done by answering the following question - **“South of Scotland Enterprise aims to be bold, different and ambitious and the Board and the staff operate as a single team to achieve that. How would you, as part of that team, contribute to achieving that?”**

Your evidence should be in the form of a written statement and no more than 600 words. Ideally the selection panel want approximately 300 words on each criterion (i.e. roughly equal proportions; not two statements).

CV

Finally, please upload a CV which relates to the priority and essential criteria. This should be a maximum of two pages in length.

We strongly recommend that you draft your answers in a word document and check that you are happy with them before copying and pasting your answers in the relevant sections of the online application. When completing the online application, you will need to enter

information in all the boxes before proceeding, therefore you will need to enter 'N/A' in optional boxes that you are not providing evidence for.

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

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

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. To be eligible for a guaranteed interview you must have a physical or mental impairment or a health condition which has a substantial and long-term effect on your ability to carry out normal day to day activities. The selection panel will not know which applicants have requested a guaranteed interview until the shortlisting is complete.

The Assessment Process

The assessment process will happen as follows:

1. The selection panel will assess all application forms against the criteria for appointment (see the person specification). Those who demonstrate evidence that most closely meets the criteria tested at this stage will be shortlisted for interview.
2. The selection panel will interview candidates. The questions they ask will relate directly to the criteria for appointment. There will also be a further exercise where candidates will be sent a SOSE Board Paper in advance of their interview which they will be asked to analyse and then prepare a short response to be given at interview. Full details will be provided to those applicants shortlisted for interview.
3. The selection panel will also ask questions relevant to the fit and proper person test (see below) which will include questions about the [Principles of Public Life in Scotland](#).
4. 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 Deputy First Minister.
5. The Deputy First Minister will make a decision about whom to appoint based on evidence from the selection panel.
6. The Deputy First Minister may request to meet with the candidates recommended before making a final decision.
7. Appointees will be asked to complete pre-appointment checks which will include a Disclosure Check (there is no charge for this). Appointment is conditional on satisfactory completion of these.

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. Please see the link [above](#);
- 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 posted by candidates on social media or reported in the media. Any findings that the selection panel agree are pertinent to the roles 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: [Privacy notice - Public appointments: guide - gov.scot \(www.gov.scot\)](https://www.gov.scot/publications/privacy-notice-public-appointments/guide/pages/default.aspx).

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 (“2018 Act”) was published on 26 June 2025 following the Supreme Court Judgment dated 16 April 2025 on the definition of “Man”, “Woman” and “Sex” in the Equality Act 2010, and consequently in the 2018 Act.

In order to comply with the 2018 Act, Scottish Government must now request data on biological sex as registered at birth from all applicants for Public Appointments on Boards which are captured by the 2018 Act. The Scottish Government is committed to dignity, fairness and respect for all and actively invites applications from all.

Common Questions and Answers

<p>Who can I contact to speak about this role?</p>	<p>For more information, please contact Susan Cannon, SOSE Corporate Governance Lead on 01750 535917 or on email at susan.cannon@sose.scot. Further information can be found at www.southofscotlandenterprise.com/.</p>
<p>Who can I speak to about a disability related reasonable adjustment?</p>	<p>Please contact the Public Appointments Team by email at public.appointments@gov.scot or by telephone on 0300 244 1898. Deaf, deafblind and BSL users can contact the team via contactSCOTLAND-BSL.</p>
<p>I am having a problem with the application process who can I speak with?</p>	<p>Please contact the Public Appointments Team (see contact details above).</p>
<p>Do you have any advice about how to complete an application form?</p>	<p>Yes. More information is provided here: Introduction - Public appointments: guide - gov.scot (www.gov.scot).</p>
<p>Do you have any advice for candidates attending interviews?</p>	<p>Yes. More information is provided here: Introduction - Public appointments: guide - gov.scot (www.gov.scot).</p>
<p>I can't attend the interview in person, can I attend remotely?</p>	<p>Yes. You can request to attend the interview using MS teams. Please contact the Public Appointments Team (see contact details above).</p>
<p>Will you reimburse expenses for attending an interview?</p>	<p>Yes. You can claim reasonable expenses. Further information will be provided with the invitation to interview.</p>
<p>What does 'appointed on merit' mean?</p>	<p>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.</p>

<p>What role does the Ethical Standards Commissioner (ESC) have in the appointments process?</p>	<p>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.</p>
<p>Can I apply if I am not a British citizen?</p>	<p>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.</p>
<p>Would remuneration for a public appointment impact on my benefits?</p>	<p>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 at Public Appointments and Welfare Benefits: Information - gov.scot (www.gov.scot).</p>
<p>Do the selection panel see information from the diversity monitoring form?</p>	<p>No. Diversity monitoring information provided by applicants is not shared with the selection panel. If applicants opt for a guaranteed interview this information will be shared with the selection panel following shortlisting. Sometimes information about a reasonable adjustment is shared with the selection panel to ensure that requirements are met (e.g. if a BSL interpreter is required).</p>
<p>Do I need to provide an email address and contact details at application stage?</p>	<p>In order 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.</p>

<p>How will my personal information be handled?</p>	<p>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 on the application system.</p>
<p>Can I get feedback on my application or interview?</p>	<p>Yes. You can request feedback.</p>
<p>Is any training provided if I am offered and take up an appointment?</p>	<p>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.</p>
<p>Is it possible to hold more than one public appointment?</p>	<p>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.</p>
<p>Are public appointments announced?</p>	<p>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 five years.</p>
<p>What standards are expected of board members?</p>	<p>The conduct expected of board members of Scottish public boards 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). You will also wish to read the SOSE Code of Conduct.</p>
<p>How can I complain about the public appointments process?</p>	<p>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. Details here Investigation process public appointments Ethical Standards Commissioner</p>

For further information

Please contact the Public Appointments Team, Scottish Government

Email: public.appointments@gov.scot

Phone number: 0300 244 1898

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

