

Job Title	Member of Scotland Advisory Committee (up to 5 posts)		
Directorate or Region	UK	Country	Scotland
Location of post	Scotland	Remuneration	Unremunerated but reasonable travel and expenses reimbursed
Reports to	Chair of the Scotland Advisory Committee	Duration of job	Three year term, with possible extension for a further 3 years

Background and Context

The British Council was founded to create a friendly knowledge and understanding between the people of the UK and wider world by making a positive contribution to the countries we work with, and in doing so making a lasting difference to the UK's security, prosperity and influence.

British Council Scotland is part of the UK geographical region (UKR). Other countries in this region are Northern Ireland and Wales, with offices in Belfast and Cardiff. UKR also runs cross-regional campaigns covering the whole UK, based around major seasons and themes, and works closely with the British Council's Arts and Education and Society Strategic Business units ensure a coherent offer and UK stakeholder management.

British Council Scotland is an integral part of the British Council global network. We work with our offices around the world to build international profile and partnerships for Scotland and to achieve greater global engagement with Scottish cultural and educational assets. We aim to:

- Ensure key stakeholders and potential beneficiaries in Scotland are aware of and supported to fully engage with the British Council's education and arts offers.
- Support the Scottish education and arts sectors' international ambitions
- Contribute positively and visibly to the national debate on internationalising education and the arts in Scotland.
- Ensure that the British Council's global work is informed by a distinctive Scottish voice.

The British Council is a registered charity incorporated and governed by a Royal Charter. It is led by a Board of Trustees that is accountable to the UK's Charity Commission for its activities.

The British Council draws on strategic advice from three country advisory committees - for Scotland, Wales and Northern Ireland - which report to the Board of Trustees.

Our equality commitment

Valuing diversity is essential to the British Council's work. We aim to abide by and promote equality legislation by following both the letter and the spirit of it to try and avoid unjustified discrimination, recognising discrimination as a barrier to equality of opportunity, inclusion and human rights. All staff worldwide are required to ensure their behaviour is consistent with our policies.

The opportunity

The Scotland Advisory Committee advises the Country Director Scotland and acts as an advocate for our work in Scotland. As a member of the Scotland Advisory Committee, you will contribute to the development of the British Council's strategic objectives and corporate priorities on behalf of Scotland, and reflect the needs of one or more of the British Council's target communities in Scotland.

Key responsibilities of members:

- Participating in committee meetings, normally three a year (and possible an away day)
- Contributing to the committee’s purpose and objectives outlined in the terms of reference
- Acting as advocates for the British Council’s work in Scotland and in the UK as a whole
- Providing advice on strategy
- Keeping the British Council in Scotland abreast of major developments in the public, educational, economic and cultural life of Scotland
- Serving as a channel of professional advice within his/her own area of expertise, and identifying new opportunities
- Providing access to communities within Scotland for whom the British Council’s work has particular relevance

Typical items of business at regular meetings could include:

- Briefings on the British Council strategy and policy and discussion on implications in Scotland
- Updates on the British Council global and Scotland projects, focusing at each meeting on a different theme or sector of work, and discussion of relevance to Scotland
- Discussion about research into the British Council engagement in Scotland and across the UK
- Advice on the relationship management of strategic partners in Scotland
- Providing advice between meetings to managers on strategy or project development
- Participating in meetings with relevant strategic partners
- Attending flagship conferences, consultation events, media briefings or project launches

Committee members are appointed for a three year term, renewable for a further three years. Positions on the Scotland Advisory Committee are not remunerated but reasonable travel and expenses will be reimbursed at standard British Council rates.

Further details

If you are interested in the post and feel that you are suitable for the role, then we would really like to hear from you.

Please apply by sending a copy of your CV and a covering letter to Jackie Killeen, Director British Council Scotland. To do so, please email kate.burwell@britishcouncil.org

Please specify any passport/visa and/or nationality requirements	UK Passport holder
Please indicate if any security/legal checks are required for this role	None
Person Specification	Candidates will have gained the following experience and will be assessed against some/all of these criteria
British Council Behaviours	<p>The British Council Behaviours help us deliver the organisation’s strategy. They apply to all staff:</p> <ul style="list-style-type: none"> • Shaping the future

	<ul style="list-style-type: none"> • Creating shared purpose • Connecting with others • Making it happen • Working Together • Being Accountable
Essential and desirable Skills and Experience	<p>Essential:</p> <ul style="list-style-type: none"> • Commitment to the mission of the British Council to create a friendly knowledge and understanding between the people of the UK and wider world • Ability to contribute to one or more of the British Council’s three strategic business units – Arts, Education and Society, Science and English and Exams • Strong belief in, understanding and knowledge of, what Scotland can contribute • Good team working skills • Effective communication skills (oral and written) <p>Desirable:</p> <ul style="list-style-type: none"> • Experience and expertise across one or more of the British Council’s strategic business units - Arts, Education and Society, and English and Exams • Experience and expertise in international cultural relations • Understanding and knowledge of one or more of the main geographical regions in which the British Council works

Date	08/09/17
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