

National Committee on the Carved Stones in Scotland (NCCSS)

NCCSS Chairperson: Invitation to Apply

The NCCSS is seeking a pro-active chairperson to lead this unique national organisation and work with representative members to ensure that carved stones of all ages in Scotland play an active part in our appreciation and understanding of Scotland's past. The chairperson will inspire, mobilize and direct the efforts of the NCCSS and indeed anyone with an interest in carved stone monuments in Scotland.

NCCSS

The National Committee on Carved Stones in Scotland (NCCSS) exists to draw attention to the opportunities and issues for Scottish carved stones of all periods and to promote their understanding, appreciation and care.

The NCCSS is an independent body mainly composed of representatives from Scottish national bodies. Normally meeting three times a year, we provide a forum for the exchange of information among members and their organizations. We aim to enable a better understanding of the issues affecting carved stones and to facilitate collective efforts to address them. Drawing on our wide range of interests and expertise, we seek to identify and spread good practice, and to inform and hence influence institutional policy and strategy. Regular reporting of casework provides a core function of Committee meetings.

For further details on the work of the NCCSS visit www.carvedstones.scot
See *Future Thinking on Carved Stones in Scotland* ScARF¹ as a recent example of NCCSS enabled work

Role description

The role of NCCSS Chairperson is to lead the volunteer committee, ensuring that the NCCSS pursues its objectives as defined in its constitution². The Chairperson is supported by the NCCSS Deputy Chairperson, Secretary, Treasurer and Minute Secretary (latter provided by HES). The position is not remunerated but travel expenses may be claimed.

The NCCSS Constitution confirms that the Chairperson should be independent (i.e. whose employment, if any, will not cause conflict of interest; the Chairperson will not be an employee of or otherwise represent a Member Organisation). The office of Chairperson may be occupied for up to five years, but can be reappointed for a further five years with the approval of not less than two thirds of those present and voting at a meeting of the Committee.

Other duties include:

- Scrutinising board papers
- Leading discussions

¹ <https://scarf.scot/thematic/future-thinking-on-carved-stones-in-scotland/>

² http://www.carvedstones.scot/uploads/4/4/0/3/44032535/_2_nccss_constitution_2000.pdf

- Contribute actively to Committee meetings, giving firm strategic direction to the organisation, setting overall policy and defining goals
- Focusing on key issues
- Providing guidance on new initiatives
- Any other tasks where the Chairperson possesses special expertise

Time Required:

- Three Committee meetings per annum (currently held online via Zoom)
- Preparation for meetings; post-meeting review of minutes
- Allocated actions arising from meetings
- Meeting of stakeholders and funders (as required)
- Coordination of and lead input for policy consultations and other strategic work of the Committee (as required)

Knowledge, Skills and Experience:

- Knowledge of curatorial and research opportunities and challenges relating to carved stones in Scotland
- Wider knowledge of Scottish heritage and museum management sector
- Possess an understanding of the many communities of interest for carved stones
- Demonstrable track record of strategic planning and implementation
- Proven leadership abilities
- Team working skills and ability to engage with diverse stakeholders and establish strong relationships
- Enthusiasm for, and specialist knowledge of, an aspect of carved stones in Scotland, in their wider context

To Apply for NCCSS Chairperson

Applicants should write formally to Dr Susan Buckham, Deputy NCCSS Chairperson, clearly stating how they fit the criteria and why they wish to be Chairperson. Applications should be received by **Monday 14 December 2020** to susan.buckham@kirkyard-consulting.co.uk

Please feel free to contact Susan Buckham in first instance if you would like to informally discuss the role of Chairperson or the work of the Committee using the email above.

The appointment of a new NCCSS Chairperson is being led by a small sub-group of the Committee. Shortlisted applicants will be notified by 18 December if they will be invited to an informal discussion with Committee's sub-group during the week beginning 25 January. The sub-group will then present those candidates it considers to have the requisite skills and experience to the Committee for election. A Chairperson will then be appointed at the next NCCSS meeting in February 2021.