

**Information for those wishing to join the Management Committee as a Trustee**

- If you wish to be considered becoming a Trustee at the Annual General Meeting on Saturday 21 September you must submit a completed nomination form no later than 5pm on Tuesday 17 September 2024. Late submissions and electronic submissions will not be accepted. A receipt or acknowledgement for each form received will be provided to the member being nominated.
- Information provided in your nomination form may be publicly communicated.
- You must be a member of the Association, as must the proposer and seconder.
- You are encouraged to read and understand our constitution, a copy can be viewed on our website at [www.southsidecommunitycentre.co.uk](http://www.southsidecommunitycentre.co.uk) , paper copies may be obtained by contacting us.
- The Office of the Scottish Charity Regulator (OSCR) provides guidance as to the eligibility and duties of a Trustee, you should read and understand such guidance which can be found at - <https://www.oscr.org.uk/managing-a-charity/trustee-duties/>.
- We are a Scottish Charitable Incorporated Organisation (SCIO), OSCR provide a guide explaining what a SCIO is, you should read and understand such guidance. <https://www.oscr.org.uk/becoming-a-charity/becoming-a-scio/>.
- OSCR has produced a useful document – ‘Guidance and Good Practice for Charity Trustees’, which you are encouraged to read and understand - [https://www.oscr.org.uk/media/3621/v10\\_guidance-and-good-practice-for-charity-trustees.pdf](https://www.oscr.org.uk/media/3621/v10_guidance-and-good-practice-for-charity-trustees.pdf).
- Before submitting your nomination form you should consider that being a Trustee is an important position with legal responsibilities it will require your active participation in order to fulfil your role and its responsibilities. This will involve the attendance & active participation in Board meetings as well as Board discussions between those meetings.