



POSITION PROFILE  
Chief Executive  
Officer



Welcome Note .....	3
The Organisation .....	4
The Role .....	5
Preferred Candidate Profile .....	7
Remuneration & Process .....	9





Thank you for expressing an interest in the post of CEO at Scottish Recovery Consortium (SRC). Included in this position profile pack are all the details you will need about the role and the unique opportunity it offers, at what is a very exciting time for the organisation.

As our new Chief Executive, you will work closely with a motivated and committed board and staff team to agree the core focus and future strategic direction of the organisation whilst also ensuring the organisation's values and core principles continue to be embedded across all levels of the organisation and are also recognised externally by our partners and stakeholders across Scotland.

Critical to success in this role will be the development and implementation of a five-year strategic plan with engagement with the staff team, Board, stakeholders and people with lived experience being central to the co-production of the strategy. This new strategy will identify opportunities for growth and development, opportunities to promote and encourage increased collaboration whilst also embedding a rights-based approach by ensuring the voice of lived and living experience can be heard.

As a board we recognise the important and critical role SRC has to play at a national level in influencing national policy. We want to continue to do that by ensuring the voice of people with lived and living experience remains central to, not only policy development but the implication of recovery orientated practice and delivery at a local level.

We are excited about the opportunity for Scottish Recovery Consortium to continue to take a direct and leading role in influencing and shaping future discussion by engaging with Recovery communities and encouraging increased collaborations that truly support, represent and connect Recovery across Scotland.

If you share our passion to transform lives and if the prospect of directly shaping the future of our organisation excites you, we would welcome your application.

*Scottish Recovery Consortium's Board of Trustees*



Scottish Recovery Consortium supports, represents and connects recovery across Scotland. We achieve this by working with recovery in all its forms – from grassroots to government, from individuals to international organisations and we value lived and living experiences throughout.

Focused on helping to improve Scotland's response to problematic alcohol and drugs substance misuse across multi-disciplinary systems and embedding innovative and evidence-based practices, Scottish Recovery Consortium is focused on transforming systems and transforming lives.

Adopting a rights-based approach and with a strong belief in collaborative working, Scottish Recovery Consortium's is currently involved in a range of areas including:

- Representing lived experience
- Human rights based practise
- Recovery community development
- Recovery based training and education development
- Implementation of the Medication Assistance Treatments (MAT) Standards
- Embedding recovery practise and recovery orientated systems within our prisons

## Statement of Values

The following list describes what you can expect from Scottish Recovery Consortium when you join as a member and what, in return, we expect from our members and the people we work with:

- To operate in an open, honest and constructive manner.
- To be listened to and treated with dignity and respect.
- To not disparage or unnecessarily criticise people or organisations.
- To not use language or actions that could be considered to be threatening, offensive or discriminatory.
- To respect individuality and to be aware of diverse needs.

We seek to uphold and promote the principles and values that:

- Place recovery at the heart of all that we do
- Ensure the lived experience and voices for recovery are expressed and heard
- Promote a positive ethos for recovery: for individuals, families and communities
- Challenges stigma by demonstrating the power of recovery to transform lives
- Recognises there are many paths to recovery – no one way is the right way

For more information please visit: <https://scottishrecoveryconsortium.org/>



The Chief Executive Officer will work with the board of trustees to develop and maintain a financially sustainable charity that is achieving both its key strategic priorities and agreed outcomes with the Scottish Government, as the organisation's main funder.

You will lead and support a team of staff focused on building visible recovery from addiction and flourishing recovery communities in Scotland.

To have a **positive impact** in this role you will:

- Work with the Board, key stakeholders and people with living and lived experience to develop and implement a new 5 year Strategic Plan which should be directly aligned to the Scottish Government National Policy, growth and sustainability and underpinned by the organisations values and principles
- Work with the board and staff team to develop and implement an appropriate action plan which will personalise the SRC Strategy
- Ensure the financial sustainability of Scottish Recovery Consortium; clearly demonstrating SRC's positive impact across the Recovery community to Scottish Government's Drug Mission Team and identifying opportunities to diversify income streams aligned to the core mission of the organisation
- Ensure the Scottish Recovery Consortium continues to support those people in Recovery to effectively express their thoughts and to articulate their experiences and perspectives to ensure that lived experience is not only consulted with but included in all the decisions and actions of drug and alcohol services
- Ensure Scottish Recovery Consortium continues to help build and grow effective networks whilst also empowering communities to Champion Recovery, reduce stigma and encourage both increased collaboration and a rights-based approach to ensuring people receive the right level of Recovery support
- Raise Scottish Recovery Consortium's profile across Recovery groups, communities and networks and ensure it plays a more leading role in developing and shaping policy, including involvement in the Scottish Government's wider conversation on drugs and alcohol

## Duties and responsibilities

- Provide leadership and support to ensure all staff work co-operatively and effectively to deliver Scottish Recovery Consortium's key strategic priorities
- Lead by example, adopting a style which inspires, empowers and develops staff to fulfil their potential and deliver high levels of performance
- Promote collaboration internally and externally and build effective relationships with policymakers, funders, interest groups and voluntary organisations, ensuring Scottish Recovery Consortium is responsive to the external environment and the needs of those people in recovery
- Maintain and develop effective professional networks that will further the strategic objectives of the organisation so that we are viewed as a pioneering leader within the alcohol and drugs sector and as an influential and credible partner



- As a key ambassador for Scottish Recovery Consortium, promote and enhance the positive profile of the organisation, effectively representing the organisation's work, impact and views to Government, voluntary and statutory sector organisations and the media, ensuring recognition of its impact and influence on the recovery community across Scotland
- Ensure effective systems of robust governance and risk management are in place and regularly reviewed. Ensure the Board is fully informed, operate effectively and that relevant information is provided to all Board members to enable them to meet their legal duties as charity Trustees
- Provide professional advice to the Board in all aspects of charity governance, including short- and long-term strategic planning for the ongoing fulfilment of the organisation's charitable objectives and financial welfare, as well as relevant environmental, social and governance considerations
- Maintain a good working knowledge and overview of the developing visible and anonymous recovery landscape in Scotland, being aware of and acting on opportunities to grow the recovery movement
- As the company secretary support the board in its deliberations and ensure Scottish Recovery Consortium's work is compliant with OSCR and that all returns are made timeously





We are seeking a pro-active, solutions-focused and hands-on leader with the ability to work at a national strategic level, regional and local levels with a diverse range of stakeholders from Governmental to local community groups. Whilst the successful candidate does not need to bring direct lived experience it is imperative that they can demonstrate both transferable skills and more importantly the empathy and understanding of the challenges faced by the recovery community.

As an accomplished communicator, you will have demonstrable credibility when engaging with both internal and external stakeholders, coupled with the ability to create alliances and encourage increased collaboration to direct support, represent and connect recovery across Scotland

## Skills and Experience

- Relevant leadership and management experience at a senior level, coupled with a strong track record in developing and delivering strategy
- Evidence of successful strategic and operational resource management in an appropriately complex setting
- Strong stakeholder management experience coupled with a proven track record in building and maintaining a wide range of collaborative relationships and partnerships
- The ability to develop strategic service level partnership agreements and governance arrangements with key national partnerships
- Experience of dealing with a range of complex issues in both a political and demanding stakeholder environment
- Strong political acuity coupled with knowledge of or the ability to quickly gain an understanding of the regulatory and wider policy landscape in relation to alcohol and drugs in Scotland
- The ability to assertively and professionally challenge views across a wide range of policy areas that align and contribute to alcohol and drug policy
- A high level of interpersonal, communication (verbal and written) and influencing skills; ideally experience of working with the media on sensitive issues
- The ability to write clear and appropriate plans, applications for funding and evaluation reports on work carried out
- A good understanding of positive governance; ideally direct experience of working with a voluntary board
- Direct knowledge or the ability to quickly develop a strong understanding of the recovery movement, including visible and anonymous mutual aid in Scotland and how it has developed

## Personal Attributes

- An inspirational leader who brings an inclusive and flexible approach, inspires trust, confidence, excellence and delivers high performance
- A highly skilled negotiator with a record of achieving successful outcomes and building excellent relationships and partnerships with a wide range of stakeholders

# Preferred Candidate Profile



- Strong ambassadorial and presentation skills with the ability to express views convincingly and coherently using a variety of media
- A willingness to listen and take opinions of internal and external stakeholders into account
- Able to balance confidence in making and implementing decisions with personal humility aligned to the organisation's values and ethos
- Exercises good judgement, confident in their own knowledge, able to give advice to others and be accountable for that advice
- High levels of personal and professional integrity, diplomacy, and significant drive and resilience







**Salary:** £70,000 – 80,000

**Pension:** Stakeholder Pension Scheme (10% Employer Contribution)

**Holidays:** 28 days + 10 Bank / Public Holidays

**Other:** Employee Assistant Programme, Life Assurance

## The Recruitment Process

Interested candidates should provide a CV and cover letter, outlining interest and suitability to [douglasadam@livingstonjames.com](mailto:douglasadam@livingstonjames.com)

First stage interviews will be conducted by Livingston James, our retained recruitment advisors.

Shortlisted candidates will be invited to interview with Scottish Recovery Consortium.

### Recruitment Timetable:

Shortlist Meeting (Livingston James & SRC)

Thursday 30<sup>th</sup> November

Panel Interviews

Monday 11<sup>th</sup> December

