

Scottish Children's Reporter Administration Board –Skills Matrix

List of skills required to maintain a balanced board

Generic skills for all board members to have:

1. The ability to successfully lead a diverse team (essential for chair, vice-chair and chair of sub-committees only).
2. Understanding of, and interest in, business development and business management.
3. Sound understanding of corporate governance and strategic planning.
4. Excellent interpersonal and communication skills.
5. Genuine interest and understanding of current children's welfare related issues in Scotland.
6. The ability to analyse complex information, challenge and probe.
7. Sound judgement.

Additional skills set that one or more individual members must have for the Board to be effective:

8. In-depth knowledge and expertise of local government, NHS and others' responsibilities in relation to:
 - The operation of child protection, youth justice and anti-social behaviour related services
 - The preparation of reports and implementation of decisions in relation to the Children's Hearings System (CHS)
 - Children's services planning structures, objectives and outcomes.
9. Understanding of and experience of budgetary and financial management processes including capital projects and procurement.
10. Knowledge and understanding of support to Children's Panel members.
11. Knowledge and understanding of the criminal justice system in Scotland, including practical court based experience.
12. An understanding of the range of social and health issues facing families and how they impact on the CHS.
13. Understanding of political and financial context in which board operates.
14. Diversity and equality confident.

Scottish Children’s Reporter Administration Board

Skills Matrix

Name	Generic Skills							Additional Skills						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Board Member	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓
Board Member	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Board Member	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Board Member	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓
Board Member	✓	✓	✓	✓	✓	✓	✓				✓	✓	✓	✓
Board Member	✓	✓	✓	✓	✓	✓	✓		✓			✓	✓	✓
Board Member	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Must have skills/experience for all board members:

1. To be able to see the bigger picture when considering issues and topics, this does not necessarily require direct experience of developing policy or strategy.
2. An understanding of what the Scottish Children’s Reporter Administration (SCRA) is set up to do and how you can contribute to the work of the organisation.
3. Sound communication skills which includes confidence in questioning proposals, debating issues, and expressing your views, listening to others, speaking succinctly and remaining focussed.
4. Be able to work as a team, act collaboratively, appreciate the experience and views of other board members, and support collective decisions.
5. An understanding of the realities for children, young people and their families in Scotland.

Scottish Children's Reporter Administration Board - Other skills/experience

One or more individual board members must have for the Board to be effective. Applicants are not expected to have all of the other skills set out below but need to show they have at least one of them.

1. Bring relevant first hand life experience related to the work of SCRA.
2. An understanding of different ways of working, new organisational models, and business change.
3. Knowledge and experience of youth justice, the legal world and the court system.
4. An understanding of workforce issues, organisational development and the impact of change.
5. Awareness of rapid technological change, opportunities digital transformation offers, and ability to be forward looking.

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Scottish Children’s Reporter Administration Board - Summary of Skills and Experience

Board Member	Skills and Experience
Board Member	<ul style="list-style-type: none"> • Management and leadership at senior level across different local authorities in England and Scotland • Child Care Social Work • Working in an NDPB • Governance • Working with Scottish Government • Teaching Adults • Education and Training and regulation of staff
Board Member	<ul style="list-style-type: none"> • Strategic Leadership • Scrutiny (of police at national level) • Working with Ministers and senior civil servants • How Police work • Motivation and Commitment • Sense of our responsibilities • People Skills • Negotiation • Different Views • Non-threatening challenge • Eye for Detail
Board Member	<ul style="list-style-type: none"> • Experience as a parent • Awareness as a parent • Local politician • Governance • Education and schools • Dealing with placement requests
Board Member	<ul style="list-style-type: none"> • Leadership and Management at a senior level • Creativity and Curiosity • Information and communications including digital • Directly working with children and young people • Children and young people focussed • Expertise in consultation and co-design • Being a volunteer at community level • Working with COSLA and Scottish Government • Experience from other Boards

Board Member	Skills and Experience
Board Member	<ul style="list-style-type: none"> • Leadership and Management at a senior level • Child related services • Being a parent • Corporate management, finance, HR, performance • Working COSLA and Scottish Government • Legal Training
Board Member	<ul style="list-style-type: none"> • Management and Leadership at a senior level • Finance Professional with expertise in Audit, IT and procurement. • Senior Executive in NDPB and University and College sectors
Board Member	<ul style="list-style-type: none"> • Career as Police Officer (27 years) • Experienced Non-Executive in various NDPBs and in the Third Sector • Former foster parent (8 years) • Former convenor of a Children’s Hearings Children’s Panel and of a Community Justice Authority • Former COSLA spokesperson with experience of working with Scottish Government • Former Elected Member and Deputy Leader of a Local Authority • Experience of many local community and youth projects • Member of Scotland Police Authority Board • Parent/grandparent
Board Member	<ul style="list-style-type: none"> • Working in the financial services sector • Managing staff and budgets • Performance management • Audit, regulation and compliance • Foster care