

October 2017

Dear applicant

### **Edinburgh & Lothians Greenspace Trust – recruitment of new Chair**

This coming December I will be stepping down after ten years as Chair of the Edinburgh & Lothians Greenspace Trust.

During this time the Trust has become firmly established as an effective and safe delivery partner to local authorities and other organisations for improvement to local greenspace and the addressing of health and social inequalities through greenspaces.

Even though the financial climate has become increasingly difficult for charities, the Edinburgh & Lothians Greenspace Trust has grown considerably over the last 10 years creating a positive impact with communities in the Lothians.

The board of trustees are looking to appoint an externally sourced Chair who will help develop the existing board and management team of the Trust as well as lead in revising the Trust's strategy during 2018.

We are looking for someone that has the right mix of experience at a strategic level and has the interests and ethos of the Trust at heart.

The application pack is available as a series of downloads through this section of the website; you should download the following:

- introduction to Edinburgh & Lothians Greenspace Trust
- chair's roles and responsibilities
- person specification
- equal opportunities monitoring form

You will find further information about Edinburgh & Lothians Greenspace Trust in the publications/company information section of the website. If you would like printed copies of any of these documents or publications, please contact the office on 0131 445 4025 or email [recruitment@elgt.org.uk](mailto:recruitment@elgt.org.uk).

To arrange for an informal telephone discussion about these positions with the current Chair or Chief Executive please call 0131 445 4025 or email [charlie@elgt.org.uk](mailto:charlie@elgt.org.uk).

**To apply**, please send a CV and covering letter to [recruitment@elgt.org.uk](mailto:recruitment@elgt.org.uk) or by post and marked 'confidential' to Carol Cawood, Chair, Edinburgh & Lothians Greenspace Trust, 109/11 Swanston Road, Edinburgh, EH10 7DS.

Your covering letter should address the following questions:

- Why are you interested in becoming the Chair of the ELGT Board?
- What relevant knowledge, skills or experience would you bring?
- How do you think you could add value to the Trust?
- Please also provide details of two referees.

The closing date is **Monday 30<sup>th</sup> October at 12noon.**

Interviews will be held at ELGT offices, Swanston, Edinburgh on Monday 13<sup>th</sup> November 2017.

I would like to thank you for your interest in Edinburgh & Lothians Greenspace Trust and for wishing to make a difference to greenspace and the quality of life of urban communities.

Yours faithfully,

Carol Cawood  
Chair