

## **Pension Board Vice Chair – Scottish Public Pensions Agency, Scottish Firefighters Pension Board**

**Remuneration:** £232 per day and reimbursement of all reasonable travel and subsistence costs.

**Location:** Tweedbank, Galashiels, Scottish Borders and Hamilton, South Lanarkshire

**Closing Date** – 12 June 2020

The SPPA is seeking to appoint an independent Vice Chair to sit on a Public Sector Pension Board: The Scottish Firefighters Pension Board.

Applications are invited from a wide range of people who are committed to public service and have an interest in the provision of Public Sector Pensions in Scotland. This is an exciting time in the SPPA's journey to establish itself as the premier public sector pension service organisation in Scotland. The roles are rewarding and we would like to hear from you if you would like to contribute to the SPPA's progression on this journey.

Scheme Pension Boards are key to the SPPA's work in delivering its functions as Pension Scheme Administrator on behalf of Scottish Ministers. The Public Service Pensions Act 2013 requires the establishment of Pension Boards with the responsibility for "assisting the Scheme Manager" in securing compliance with the scheme regulations and other legislation relating to the governance and administration of the scheme.

The SPPA is looking for candidates who can offer experience in promoting agreement and building consensus between stakeholders, ideally gained via senior manager or board-level roles. Candidates should have the ability to lead the Board in an objective scrutiny of the issues for consideration and to reach conclusions following best practice in governance and in light of current regulations and legislation.

You will be offered training to support you in getting started in the role and throughout your time as a Pension Board Vice Chair.

### **You must be able to demonstrate the following:**

- Knowledge of pensions management and/or the finance industry;
- Ability to provide strategic advice having a relevant external perspective;
- Ability to communicate effectively;
- Ability to influence decision making and challenge constructively;
- Ability to analyse and review complex issues;
- Ability to work effectively as part of a team;
- Willingness to participate and experience in managing appraisal processes; and
- Willingness to participate in relevant training and continuous professional development to maintain overall understanding of subject matter and regulations.

### **Appointment Details**

Appointments will commence in August 2020. The initial appointment will be for 2 or 3 years. There is a possibility of re-appointment, subject to evidence of previous effective performance and satisfying the skills knowledge and personal qualities required at the time of re-appointment. The combined length of an appointment will not exceed 6 years. Note that overall terms and tenure of appointments are currently under review by the SPPA.

## **Time Commitment**

Pension Boards meet four times a year, although there may be additional meetings and training events through the year, but it is not expected to exceed 10 days per annum.

## **Location**

The meetings normally rotate between the SPPA office, 7 Tweedside Park, Galashiels, TD1 3TE (the Borders railway station at Tweedbank is located nearby) and Scottish Fire and Rescue Service, 99 Bothwell Road, Hamilton, ML3 0EA

## **Remuneration and Allowances**

A daily fee of £232 will be paid and you will receive reimbursement of all reasonable travel and subsistence costs. All reasonable receipted dependant-carer expenses, including childcare, and for support required to help you carry out your duties will also be reimbursed where applicable. The appointment is not pensionable.

## **Further Information**

- The closing date for application is Midnight on 12 June 2020.
- Sifting will take place week commencing 15 June 2020.
- It is expected that interviews will be held during late June or early July 2020. Interviews are likely to be held remotely.
- If you would like to receive a copy of the Application Pack, please email [SPPAGovernance@gov.scot](mailto:SPPAGovernance@gov.scot)
- If you would like to find out more information about the roles, you are welcome to email
- [SPPAGovernance@gov.scot](mailto:SPPAGovernance@gov.scot)
- The appointment will be made on merit and we are committed to diversity and equality.