



Scotland  
Institiud Stiùirichean na h-Alba

# Lead policy and governance ambassador

## Role specification

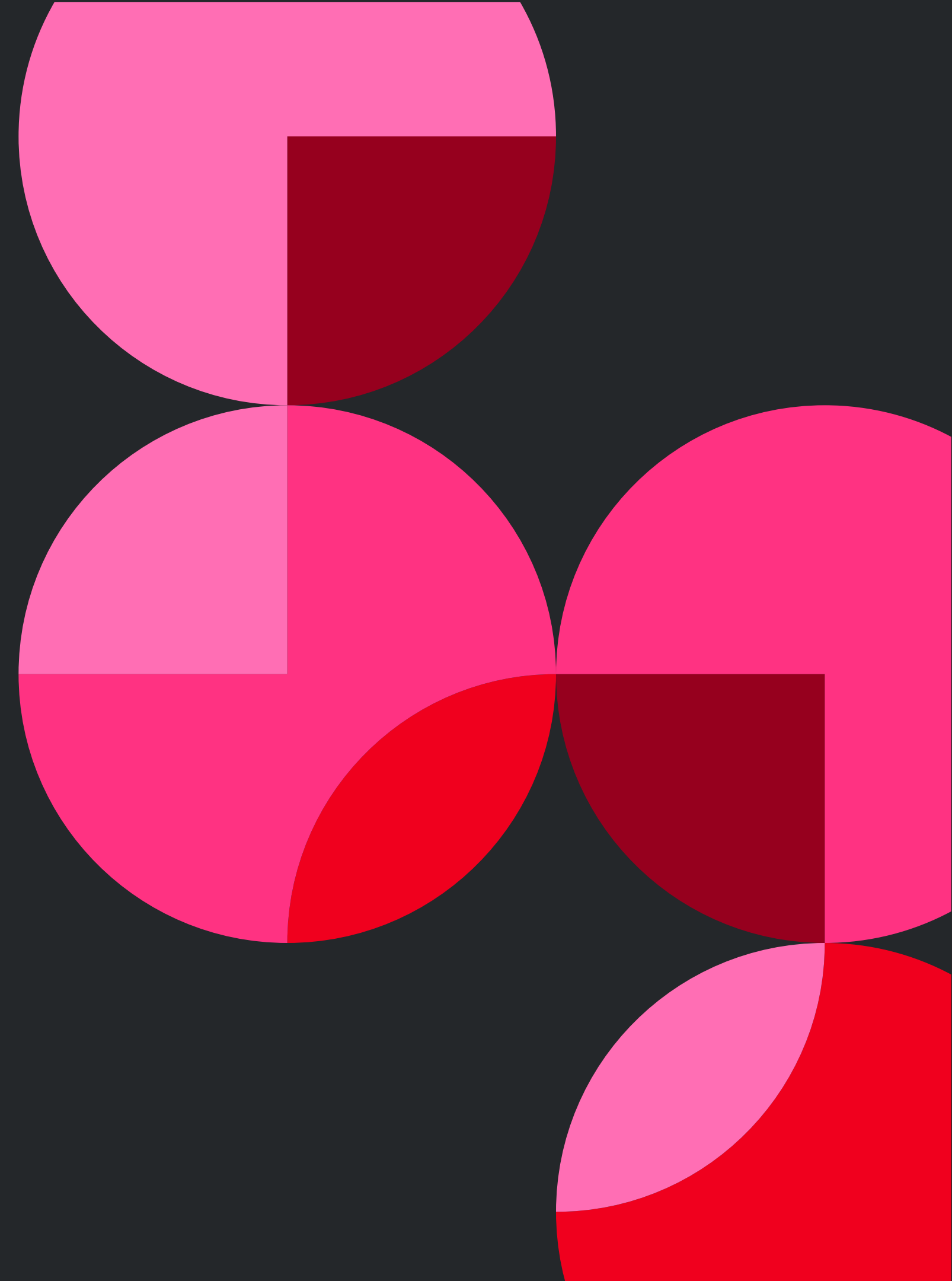




## What is an IoD Scotland ambassador?

IoD ambassadors are key individuals within the IoD's nations, regions and branch communities, playing a vital role in the function, delivery and profile of the IoD for local members. IoD ambassadors form branch, regional or national committees, led by respective chairs.

As an IoD ambassador you are one of the "go to" people for members and other business individuals in your branch geography.



**IoD focuses its activity, supported by our volunteers,  
in the following areas:**



## Connect

with peers facing similar challenges



## Develop

the skills and knowledge that make  
better directors



## Influence

the people making decisions  
that touch your world



## Lead portfolio ambassador overview

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Represents portfolio on Scotland Advisory Forum (SAF)

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The SAF is the advisory board in Scotland which exists to advise and support the national director and the Scotland Executive Team with delivering national strategy

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SAF is chaired by IoD Scotland chair and the make up of the forum includes local branch chairs and leads for ambassador core roles

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Responsible for setting, delivering and reporting on strategy for portfolio area





## Policy and governance ambassador role overview

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To be a knowledgeable champion for good governance and ethical boardroom practice

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To keep up to date with key policy issues relating to good governance in Scotland

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To encourage members locally to sign up to and participate in IoD Policy Voice

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To encourage members to sign up to and participate in Scotland-specific surveys and calls for insight

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To respond to requests for feedback/ insight/ blogs from IoD Scotland team

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To support the collation of case studies on IoD Scotland priority policy themes

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To offer expertise and insight in relation to topic specific consultations

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To keep up to date with key policy issues of importance to members locally, regionally and nationally

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Attend UK wide policy meetings as a branch representative initiated by IoD Policy team

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# Lead policy and governance ambassador key tasks

Set and deliver the strategy for the portfolio area	Collaborate with other portfolio ambassadors in Scotland	Offer insight and expertise on portfolio theme – proactively
Lead on curating insight on portfolio area to share with SAF	Contribute to promotional articles	Ensure that diversity, equality and inclusion is central to all the branch activity
Chair roundtable meetings with local branch ambassadors	Attend and support IoD events	
Represent and promote IoD Scotland in own networks	Support direct and personal engagement with local branch members during member journey	

## Time commitment guide

Term: three years

SAF meeting attendance (five per year)

Ambassadors Roundtables (one every six weeks one and a half hours each)

Support local branch events with Policy & Governance theme (one per quarter one hour)

Adhoc IoD UK representation on meetings





To discuss the role further please reach out to:

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