

Application Information



Why Join Us?

Joining the Eden Court board is a unique opportunity to help shape the future of Scotland's largest combined arts organisation at a pivotal time for culture in the Highlands. As a director, you'll expand your professional network, put your existing skills to good use and build new ones — in strategic thinking, leadership, group decision-making and communication, amongst others. You'll be part of a proud, ambitious and nurturing team that welcomes challenge as much as support. You'll apply your professional and life experience in a new context and help Eden Court keep bringing the world to the Highlands and sharing the Highlands with the world — ensuring world-class arts programming and creative community activity remain open to everyone across the region.

Our approach to governance is two-fold – in priority order:

1. to act as a good critical friend to the executive staff of the organisation; and
2. fulfil the basic legal responsibilities of being a director/trustee accountable for the company.

The Executive Leadership team at Eden Court wishes to be both supported and challenged so that they can do what they do in the best way possible. The Executive team are keen to regularly test their strategic and operational thinking with a diverse team who can help them examine opportunities and challenges from different perspectives.

How to apply

Please submit your application (no more than 4 pages of typed A4) to include the following:

- Tell us a bit about yourself – including how you match the role specification
- Why do you want to join the board of Eden Court

Applications can be sent by email to: lorraine.dunn@highland.gov.uk.

Applications can also be submitted by post to: Lorraine Dunn, c/o Company Secretary's Office, Highland Council, Glenurquhart Road, Inverness, IV3 5NX.

If you require any assistance or adjustments in applying for this role, please contact Kathleen Whiteford Executive Assistant via email (kwhiteford@eden-court.co.uk) or telephone (01463 732655).

Deadline for receipt of applications: 09:00, Monday 10 August 2026

We are aiming to schedule interviews for the week commencing Monday 24 August.

POSITION

Board Director

Reports to: Chair of Board

Term: Up to four years, with maximum of two terms.

CANDIDATE SPECIFICATIONS

We are looking for someone who meets the majority of the following criteria:

- A strong interest in the performing arts, film and creative education.
- The ability to think strategically.
- Collegiality – team working.
- Willingness to promote Eden Court in the wider community.
- An understanding of the Highlands, its socioeconomic environment and the issues associated with the dispersed nature of its communities.

RELEVANT EXPERIENCE FIELDS

Whilst not essential, we would welcome applications with any of the following areas of experience:

- Arts and culture / theatre production
- Capital development / management
- Catering & Retail
- Education
- Finance
- Legal

It is helpful if all members of the Board of Eden Court Highlands have a general knowledge and appreciation of the performing arts. Previous board experience and an understanding of charitable status is helpful, but not essential.

Directors can also contribute to our fundraising effort in a number of ways, including direct participation, through introducing us to their contacts or through promoting Eden Court to friends and colleagues.

Personal Attributes of Board Members

1. A genuine enthusiasm for the work of Eden Court.
2. The ability to work as a member of the board team and a willingness to state personal convictions and, equally, to accept a majority decision and be tolerant of the views of other people.
3. A willingness to deal openly with fellow board directors when pleased or displeased about an issue.
4. A commitment to be well informed about the work of Eden Court.
5. A willingness to act as an advocate/champion for Eden Court.
6. The ability to treat sensitive information confidentially.

Commitment

This role description for Board Directors outlines expected attendance of Board Meetings. Any Board Director who fails to attend on more than 50% of the available opportunities in a year may be asked by the Chair to consider their position.

Role Description

PURPOSE

Responsible (with fellow directors) for the strategic leadership and governance of Eden Court, its financial stability and the safeguarding of its assets, as well as providing advice and support to its senior leadership team.

Eden Court Highlands is a company limited by guarantee and a charity registered with the Office of the Scottish Charity Regulator (OSCR). The directors of the company are also trustees of the charity.

KEY BOARD RESPONSIBILITIES

- Read all board papers/communications and attend Board meetings (approx. four per year), the annual general meeting and any sub committees appointed to.
- Appraise, along with fellow Directors, the performance of the Chief Executive.
- Ensure the financial probity of the company, including that there is an effective Audit and Finance Committee.
- Ensure that the company complies with Health and Safety legislation and that the board is adequately represented at Health and Safety Committee meetings.
- Act as an ambassador for Eden Court Highlands by promoting the organisation's role within the community along with its activities and its needs to the private, public and voluntary sectors to enhance profile and support fundraising activity.
- Deal with disciplinary matters, appeals and grievances (those relating to the Chief Executive and senior leaders) and ensure there is a suitable policy and guidance for doing so.

IN CONJUNCTION WITH THE CHIEF EXECUTIVE

- Establish the vision, aims, objectives and artistic policy of Eden Court in keeping with its charitable objects.
- Oversee the development of the business planning process to achieve the aims and objectives.
- Ensure that the company has an up to date realistic risk register that helps it to manage material risks in a sensible way.
- Develop, monitor and review company policies, including employment, health & safety, environmental policies etc., and ensure their implementation by the company's senior leadership team.
- Ensure positive relationships are maintained with major stakeholders including Creative Scotland and Highland Council.

We are keen to keep expanding diverse thinking on our board and welcome interest from all backgrounds (disability, ethnicity, age, education, gender etc.).

Please note the position receives no remuneration however reasonable travel expenses to meetings can be paid.

As part of the induction process you will meet with both the Chief Executive and the Chair of the Board, as well as receiving the Company Handbook.