

Honorary President: Richard Holloway  
Chair: Dorothy Smith  
Chief Executive: Brian Magee

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May 2018

**TO: COSCA MEMBERSHIP**

Dear COSCA Member

### **COSCA Trustees and Lay Representatives – Getting on Board**

COSCA (Counselling & Psychotherapy in Scotland) is seeking to appoint 3 new Trustees and 2 Lay Representatives to the COSCA Board. As a member of COSCA, we would like to ask you to help us find suitable individuals to fill these vacancies on a voluntary basis ahead of our AGM in September 2018.

The Trustees and Lay Representatives will have a seat on COSCA's Board and have the general responsibilities of a Trustee. They will have the particular responsibility for maintaining an overview of the governance of COSCA's work as Scotland's professional body for counselling and psychotherapy, including:

- ensuring appropriate procedures and controls are in place, along with risk management policies
- providing support to relevant staff as requested.

They will be required to attend 4 meetings of the Board per annum and COSCA's AGM in Stirling. A professional working background that lends itself to working strategically with complex information is required for the above roles.

We would be obliged if you could advertise the above vacancies through your networks by posting the attached advert where you think it might attract attention from your workforce and stakeholders. The advert can also be downloaded from COSCA's website under vacancies. [www.cosca.org.uk](http://www.cosca.org.uk)

Yours sincerely

A handwritten signature in black ink that reads "Brian Magee".

Brian Magee  
Chief Executive

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## **COSCA TRUSTEE OPPORTUNITIES**

COSCA (Counselling & Psychotherapy in Scotland) is Scotland's professional body for counselling and psychotherapy. Our vision is: *a listening, caring society that values people's well-being.* [www.cosca.org.uk](http://www.cosca.org.uk).

We are currently looking to fill 3 Trustee vacancies on the Board of COSCA. We would welcome expressions of interest from people who are individual members of COSCA or who work for member organisations. We are looking for people who are excited about our vision and who are committed to the good governance of COSCA.

We are also looking to appoint 2 new lay representatives to join the Board of COSCA. Lay representatives will have a broad interest in counselling and psychotherapy, but are not counsellors, psychotherapists or counselling skills practitioners and not individual members of COSCA and/or workers within a COSCA member organisation.

Board Trustees and lay representatives are unpaid but receive out of pocket travel expenses to attend Board meetings.

For more information and details of how to apply, call the COSCA office on 01786 475140 or email: [info@cosca.org.uk](mailto:info@cosca.org.uk)

**Closing date: 12 noon Friday 29 June 2018**

Brian Magee  
Chief Executive  
COSCA (Counselling and Psychotherapy in Scotland)