

Audit and Risk Committee Chair (Designate) and Non-Executive Board Member

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Company: UK Civil Service

Location: United Kingdom

Category: other-general

Job summary

We have an exciting opportunity to appoint a new **Chair of our Audit and Risk Committee** (ARC) who will also **serve as a Non-Executive Member of our advisory Board**.

The current Audit and Risk Committee Chair reaches their maximum term in office in Autumn 2025. To allow for continuity and a successful handover, we are looking to appoint a candidate as **ARC Chair Designate** in the summer of 2024. The successful candidate will join the ARC, as an ARC member, in the summer of 2024, and will step into the role of ARC Chair and join the Board as a Non-Executive Board Member when the current ARC Chair leaves office in Autumn 2025.

The ARC Chair is the only Non-Executive Director who serves on both the Board, and Audit and Risk Committee.

The RoS Audit and Risk Committee provides advice and assurance to RoS Chief Executive, Accountable Officer, and Board in respect of risk management. The ARC works closely with the External Auditor (Deloitte) and Internal Auditor (Scottish Government's Internal Audit and Assurance Directorate).

Job description

The ARC's role is to:

◆ Provide independent, informed support and assurance to the Chief Executive, Accountable Officer and RoS Board on matters such as the corporate governance arrangements in place, and risk management including fraud, value for money and control systems.◆

◆ Commission an annual programme of work from RoS internal auditors, in consultation with the Accountable Officer and other Executive Directors. The programme is risk-based, focussing on RoS systems of internal control and challenges to the successful achievement of our corporate objectives. The ARC reviews the reports from that programme, monitoring outcomes and actions to completion.◆

◆ Provide an Annual Report to the RoS Board and the Accountable Officer summarising the work of the Committee in the year, along with outcomes from effectiveness reviews.◆

Our Board Non-Executive Members bring us an important external perspective from the private, public or third sector and contribute at a strategic level on corporate management issues, providing challenging, innovative, and informed input. For this role we need strategic thinkers with strong communication skills, who can pose constructive challenge during discussions and contribute to improving the performance of RoS.◆

Person specification

The RoS Board◆s role is to provide strategic advice to the Keeper on:◆

◆ Setting and communicating RoS◆ vision and values.◆

◆ Setting strategy and objectives for RoS and ensuring that the necessary financial, IT, physical and human resources are in place to deliver them.◆

◆ Setting a framework of prudent and effective controls that enables risk to be assessed and managed.

◆ Monitoring and improving RoS' performance.◆

The terms of reference for the RoS Board can be found◆◆ and the terms of reference for the RoS Audit and Risk Committee can be found◆.◆

Details of current Board and ARC members can be found [here](#). You can also read a blog from outgoing ARC Chair Andrew Harvey about his time in the role [here](#).

RoS emphasises diversity in our Board, and Audit and Risk Committee, and we welcome applications from appropriately qualified candidates in all sections of the community, and from people with diverse experience and backgrounds. [here](#)

Information regarding our current ARC and Board diversity is published [here](#).

For more information on the role &, full details on the Technical and Leadership Competencies required, and how to apply, please refer to our full recruitment pack [here](#)

Benefits

Travel costs to Committee meetings and related expenses will be reimbursed.

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