

TERMS OF REFERENCE SPECIALIST ADVISORY GROUP



The Specialist Advisory Group guides the direction of the organisation to ensure that Let's Go Outside and Learn CIC fulfils its duty to its beneficiaries and delivers on our vision and values to promote access to outdoor environments for all.

Specialist advisers act in advisory capacity. By offering advice and providing an independent view of the organisation removed from day-to-day running. The role is voluntary and there is no remuneration attached.

1. ROLE

Summary of responsibilities

1.1 The role of the Specialist Advisory Group is to:

- Provide guidance to the Organisation to achieve its vision and strategy
- Offer benefits of experience to develop the Organisation and Group
- Help the Organisation meet its objective through discussions during and outside of our arranged meetings
- Give critical feedback on projects and efficiently solving problems that arise

1.2 The following skills and experience would complement those of the existing Group:

- Provide support on marketing activities, including increasing of brand awareness
- Give technical guidance on critical IT systems used to manage the Organisation
- Help interact with other businesses or charities to increase the number of or success of our projects
- Help to ensure that all the legal and regulatory requirements are satisfied
- Provide project management support and tooling options
- Develop effective evaluation techniques for the organisation that will allow us to show project impact and to improve projects delivery, or grow the capacity of the organisation
- Any other specialism of interest or experience of community development that would enable the organisation to grow and develop

2. MEMBERSHIP

Members should have relevant experience, skills, and knowledge in order to meet some of the areas of interest as listed above.

Membership will be reviewed every 3 years from appointment, providing opportunity for either the Specialist Advisor or the Organisation to end the agreement.

3. MEETINGS

The Group will meet 4 times a year. It is possible some activity will be needed outside of these meetings, either to prepare for the meetings or to help carry out an activity from the meetings.

4. QUORUM

A meeting will be quorate when 3 or more members are present.

5. SERVICE AND SUPPORT

The Directors of the Organisation will attend meetings and will service and support the Group.

6. Accountability

The actions of the Group are directly attributable to the organisation and therefore all members of the Specialist Advisory Group have a general duty to act in the best interests of the Let's Go Outside and Learn CIC and to adopt the standards based on the principles of the Nolan Committee. Please ask the Group for more details