



# Board recruitment



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# Contents



# Welcome

Thank you for your interest in joining Almond Housing Association.

It is an exciting time to join Almond HA, as we celebrate our 30th anniversary and continue our journey to deliver consistently great customer service, sustainable development and growth, and revolutionise how we work to deliver positive outcomes for our service users. I am proud to be part of the values-driven team at Almond HA and of the positive impact we have made over the years.

Our [business strategy](#) is led by our Board members who draw on their skills and experience to provide leadership and strategic direction. A recent independent appraisal of Almond HA's Board identified a strong and diverse mix of skills, knowledge and experience, however we recognise that our Board can be further enhanced with some new members, particularly those with specific knowledge or experience in the following areas:

- Tenant perspective/customer focus
- Community development/grant funding
- Human Resources
- Information Technology (technical aspects)
- Net zero/climate change management
- Development and regeneration

If you would like to be part of our dynamic journey from good to great and believe you can add value at a strategic level, I would love to hear from you.

Adam Turner, Chair



ALMOND  
HOUSING ASSOCIATION

**OUR MISSION** – Homes, people, and communities to be proud of.

**OUR VISION** – Striving to improve life experiences and opportunities.

**OUR VALUES** – Work Together, Open to Change, Respect, Kindness, Social

Almond HA was set up in 1994 and is the largest Housing Association based in West Lothian. Across the region, we own over 2500 homes, 650 garages and deliver a factoring service for approximately 170 properties. With a rental income of over £14m and over 45 employees, Almond HA's principal activities are the provision and management of affordable housing. Throughout the years, Almond HA has injected millions of pounds into the local economy, supported local charities and voluntary groups, contributed to employment and training opportunities, and become a key player in economic and community development in West Lothian.

As a registered social landlord, Almond HA is highly regulated and must comply with the Scottish Housing Regulator's Standards of Governance and Financial Management, amongst other requirements, legislation and guidance.



# About Almond



Almond HA is governed by a voluntary [Board of Management](#). The [Senior Management Team](#) includes the Chief Executive, Director of Housing Management, Director of Asset Management and Director of Finance and Business Support. This team is accountable to the Board and responsible for operational leadership and ensuring that the mission, vision and values are embedded in the organisation and that the strategic objectives are achieved.

In 2005, Almond HA set up a social enterprise, Almond Enterprises Limited (AEL), which is a wholly owned subsidiary of Almond HA.

AEL provides cleaning and environmental services to Almond HA and other commercial customers across West Lothian. It is proposed that AEL will expand its operating activities to provide training and employment opportunities locally and has ambitions for further growth in the type of work it undertakes. Any profits are donated back to Almond HA as the parent company. AEL is governed by a voluntary Board of Management.

To find out more about our performance and key business documents, such as:

[Annual Report](#)

[Financial Statements](#)

[Business Strategy](#)

Please visit [our performance](#) web page.

# About Almond



The [Board of Management](#) is responsible for setting the strategic direction of the business and for decision making in all key areas of the business: finance, governance, development, asset management, and the provision of housing and related services.

Any member of the Association is entitled to stand for election to the Board at the Annual General Meeting, and any non-members wishing to join the Board may be co-opted by approval of the Board. Board members are required to prepare for, attend and participate in Board meetings, adhere to the Code of Conduct and Association Rules, and undertake training and annual appraisal of their performance. Board members are also encouraged to join one or more Sub-Committees: Asset Management, Audit and Finance, Allocations and Staffing.

The Board for AEL is independent of the group's Board of Management, however the parent Board oversees the activities and affairs of the AEL Board.



# Our Boards



We are looking for enthusiastic, community-minded and suitably experienced individuals to further diversify and strengthen our existing Board. We encourage applications from all backgrounds, as long as you can commit to the values, ethos and objectives of Almond HA. Serving as a Board member is both challenging and rewarding and all new members will be given a training and induction programme, as well as the option to buddy with an experienced Board member.

Almond HA Board members are expected to attend five Board meetings each year, and two half-day Strategy meetings. The time commitment for each Board meeting is around 4-5 hours – around two hours for the meeting and 2-3 hours for reading and preparation in advance. Meetings take place in person, with the option to attend online if required.

The AEL Board meets four times a year, with each meeting lasting around an hour. Two meetings take place online and two are held in person at Almond's office.



# Join our Boards

To apply to join one of our Boards, please send your CV and a cover note to [enquiries@almondha.org.uk](mailto:enquiries@almondha.org.uk) Please include which Board you would like to apply for, why you are interested in joining the Board and any experience you have that would support or enhance our work. If you would like a confidential informal discussion, please contact John Davidson, Chief Executive by phoning **01506 439291**.

Our [governing body member role descriptions](#) provide more information about Board roles and what is expected from Board members.

All applicants will be invited for a discussion with the Chair and Chief Executive about their interest in joining our Board and what they can bring. Successful applicants to the Almond HA Board will fill any casual vacancies or initially be co-opted, with elections taking place at the AGM in September. Your personal information will be processed in line with our [privacy notice](#).



# How to apply

