PORT OF ABERDEEN
EST.1136

Non-Executive Board Member
Recruitment Pack

September 2026

Our vision is to become the UK's first net zero port by 2040, offering world class facilities and services, at the heart of the nation's energy transition efforts.

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Welcome from the Chair

Thanks for your interest in Port of Aberdeen. I hope this recruitment pack makes joining our Board a compelling opportunity for you.

Port of Aberdeen is the UK's oldest existing business with the country's newest harbour. We support customers in energy, cargo, cruise, and ferry with world-class infrastructure with a clear commitment to achieving Zero Harm. Operating in the heart of the city, we are both a community Trust Port and a national strategic asset, generating economic growth and driving energy transition.

Like many organisations in the North East of Scotland, Port of Aberdeen felt the effects of a significant reduction in oil and gas activity during 2025. We started the year with a renewed focus on diversification and reinforcing our purpose - to create prosperity for generations.

For Port of Aberdeen, diversification means two things: consolidating oil and gas activity and pursuing opportunities in new sectors. That includes attracting jack-up rigs, continued growth in cruise, handling cargo of a size, scale and variety not seen before in Aberdeen, increased decommissioning in the port, and supporting Scotland's next generation of offshore wind.

The Board is well placed to navigate what lies ahead and I am confident that we will continue to show the resilience and adaptability that has served the port well for almost 900 years.

We are seeking up to three Non-Executive Board Members to provide strategic direction and governance to the port. As an independent Trust Port, our Board consists of eight non-executives and three executive members.

To achieve our ambitions, we need diverse and outstanding talent. This year we are seeking candidates with expertise in energy, finance/banking, shipping and maritime or strategic human resources.

Applicants will be required to demonstrate ability and track record in their profession and will be required to work with senior and professional staff. An ability to quickly grasp complex issues is important, as is the experience of achieving results in a committee or Board environment.

Please consider the role carefully and if you do choose to apply, I look forward to the prospect of meeting you at the next stage in the process. Thank you for considering Port of Aberdeen.

Roy Buchan
Chair

Year in review

- £49.3million turnover
- £18.8million operating profit
- 6,143 vessels handled
- Cargo tonnage 2,989,053 tonnes
- Vessel tonnage 25,461,235 tonnes
- 107 employees
- £118,000 donated to local charities and community groups
- 224,263 ferry passengers
- 42,922 cruise guests

About us

- UK's oldest existing business: Established in 1136
- Scotland's largest berthage port: More than 7,600m of quayside
- Scotland's busiest port: Handles around 40% of the nation's commercial vessel traffic
- National strategic asset: National development in the Scottish Government's NPF4
- Economic powerhouse: Generates £1.5bn GVA annually and supports 12,000 jobs
- Multi-award winning: Local and national awards recognition
- Investing for the future: More than £500 million invested over 20 years
- Delivering decarbonisation: One of the UK's largest shore power systems
- Strategic location: Efficient road, air and rail connections.
- Deepwater capacity: Deepwater berths up to a maximum depth of 14.8m MHWS.
- Ultra heavy lift areas: Lifting capacity up to 140 tonnes / m^2.
- Laydown areas: 692,000m^2 of laydown space.

European EcoPort Status

Our mission is to connect our customers to what they need, where and when they need it, through operational excellence, sustainability and innovation

Our values

Dynamic
We must all be proactive and energised in implementing change. New ideas and positive change should form part of our daily practices and corporate culture.

Relevant
Ensure we understand the context in which we operate so we stay current with the needs and requirements of our customers and that the organisation is up-to-date in the services and facilities that we provide.

Respectful
Show high regard for each other and everyone that we are in contact with. Any form of aggressive, patronising or bullying behaviour will not be tolerated. All colleagues, customers, contacts and the environment should be treated with respect.

Professional
We shall all apply recognised codes of behaviour and are mature and ethical in the manner in which we conduct ourselves.

Inclusive
All individuals and groups that we come into contact with are treated fairly, equally and respectfully.

Trust Port status

Port of Aberdeen is a trust port authority. There are approximately 100 such port authorities in the UK, autonomous bodies that were created by local Acts of Parliament. Trust ports are not Government-owned and are not treated as part of the public sector.

All trust ports operate on broadly commercial lines but are limited financially to operating from within their revenue, often supplemented by commercial loans up to borrowing limits set in their constitutions. They cannot raise venture capital, and any profits from their activities are reinvested in the port for the benefit of their stakeholders.

The powers of the Board and the constitution thereof are laid down in the Aberdeen Harbour Order Confirmation Act 1960, which provided for the transfer of the undertaking from the former Aberdeen Harbour Commissioners at the end of 1960. This has been amended and updated by subsequent confirmation acts and revision orders.

The port undertaking is vested in the Board as a corporate body, and the 1960 Act charges the Board as being responsible "for the regulation and administration of the harbour undertaking". In effect, therefore, the Board is a statutory authority operating in a commercial environment.

The recorded history of Port of Aberdeen commenced in 1136 AD, although the port existed before that time. As a consequence, there has been much legislation affecting the port, which applies constraints not applicable in ordinary commercial undertakings. Generally, these do not inhibit the workings of the Board.

About the role

The appointment is part-time, typically up to two days per month exclusive of time required for participation in an induction training programme. For 2027, the Board have agreed to schedule at least eight meetings, although there may be occasions when additional meetings are required. Each Board meeting generally lasts around two hours and Board members are remunerated. At present, this is £14,980.38 per annum paid monthly in arrears and is subject to review annually.

About the process

The Board consists of eleven members, comprising eight non-executive and three executive members. Non-executive members are appointed for a period of three years and may be eligible for re-appointment for a further term subject to performance.

All appointments are made after a process of selection and interviewing carried out by an appointing panel. The Board is committed to equality of opportunity, encouraging a diverse range of applicants, and to the principle of appointments on the basis of merit, applying openness and transparency of process, in accordance with the Scottish Government's publication 'Modern Trust Ports for Scotland – Guidance for Good Governance'.

In making appointments, the main purpose is to ensure that the Board continues to reflect a complementary range of qualities, skills and competencies, which will allow it to deliver its objectives positively and efficiently. It is therefore important that candidates demonstrate clearly, with examples, any specific knowledge, experience, or abilities they consider would be of value to the Board.

Board members are required to disclose any relevant financial and other interests; are expected to act faithfully and impartially in the best interests of the Board and will also be required to sign a declaration to that effect.

About you

The objective of the selection process is to ensure that the Board continues to have an appropriate balance of skills, competencies, and experience to provide it with leadership and effective strategic direction.

The Board should have:

- Specialist knowledge of subjects which are relevant to the port (e.g. Finance, Business and strategic human resource management).
- Genuine interest in helping to shape the future development of the port.
- Knowledge of relationships between the port and the UK and Scottish Governments.
- An understanding of the legal and statutory framework within which the port operates and the duties and obligations this places on the Board.

Candidates will need to demonstrate the following personal qualities:

- An ability to formulate and discuss strategic subjects in a boardroom environment in a coherent and structured way.
- To be able to contribute effectively and impartially to group discussions involving a wide range of subject matter and people, including specialists and professionals.
- A depth of management or specialist expertise, without personal bias, towards any sector of activity.

The Board is committed to incorporating the standards and objectives of the Scottish Government's publication 'Modern Trust Ports for Scotland – Guidance for Good Governance' which recommends that the annual performance of Board members should be assessed.

A copy of the Guidance document can be viewed on Transport Scotland's website at:
www.transport.gov.scot/publication/modern-trust-ports-for-scotland-guidance-for-good-governance/

Interested in joining us?

To apply, please complete the accompanying application form and equal opportunities monitoring form, accessed through the careers page on our website: https://www.portofaberdeen.co.uk/about-us/careers#port-vacancies

Candidates should ensure their application is received by midnight on the closing date of **18th September 2026**. Late applications will not be considered.

Candidates should set out reasons for wishing to be considered for the appointment and what they consider are the qualities and skills that they would bring to the Board.

We encourage candidates to apply even if they do not meet every requirement. As long as candidates can demonstrate most of the skills we need, there is an opportunity to gain some of these skills in the role.

Candidates should note that the appointing panel will only accept completed application forms and up to two accompanying information sheets on A4 paper. Curriculum Vitae or other personal profile documents will not be accepted.

Next steps

Applications will be reviewed and successful candidates will be invited to a face-to-face interview with the appointing panel consisting of a number of current Board members and an independent person.

Interviews will take place on 4th and 5th of November 2026.

Candidates selected for interview will be asked to provide evidence of qualifications and will be required to provide details of two references, which will be taken up should a position be offered.

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