



Role Description: Chair

The chair is typically the most senior official role in an affiliation and fulfils a range of duties dealing with overall management of the affiliation's affairs. The chairperson leads the affiliation to achieve their vision, short term and long-term goals.

Typical responsibilities:

- Provide leadership on all aspects of the affiliation from training to competition, fundraising and social activities.
- Strategic planning and key decision-making duties.
- Form a team so that all the officer and committee positions are filled, taking in consideration skills, experience and diversity.
- Delegating, leading and motivating volunteers towards our goals/objectives.
- Uphold the constitution of the association.
- Ensuring an understanding of the legal responsibilities to which the affiliation complies.
- Lead in the enforcement of the association's code of conduct.
- Assist the affiliation to fulfil its responsibilities towards welfare and safeguarding.
- Taking responsibility for personal conflicts of interest and declaring, recording and managing these appropriately.
- Chairing regular committee meetings and the Annual General Meetings (AGM).
- Being actively involved in creating and following a Development Plan.
- Representing the association at local and regional events.
- Arranging handover or succession planning for the position