

VENTURE HOUSING ASSOCIATION LIMITED

ROLE DESCRIPTION FOR CHAIR OF XXXXXX COMMITTEE

Purpose of the Role

Work in partnership to contribute relevant experience, expertise and insight to add value in championing and providing leadership to the XXXXXX function of the organisation. To ensure that business decisions within the XXXXXX operations are made to facilitate the achievement of policy and strategy while ensuring that the views and interests of all Committee stakeholders are properly represented to Board and, therefore, influence strategy development at the corporate level.

Main Tasks and Obligations

The key responsibilities of the Chair of the XXXXXX Committee, in addition to those of Board Members (set out in Role Description of Board Member document), include:-

- decide XXXXXX Committee agendas in partnership with the XXXXXX Director;
- lead the XXXXXX Committee as a team, championing this area of the business to ensure effective performance of the XXXXXX function;
- develop effective working relationships with the Senior Management Team and, in particular, the XXXXXX Director to co-create operational strategies;
- chair/facilitate/run XXXXXX Committee Meetings and report on this area to the Chair's Forum and Board.

PERSON SPECIFICATION

Essential Requirements

It is essential that the Chair of the XXXXXX Committee is able to:-

- commit, on average, the equivalent of approximately 180 hours per annum to the work of the Board;
- attend at least 80% of Board Meetings and all meetings of the XXXXXX Committee and Chair's Forum.

Key Competencies

In addition to the competencies of a Board Member (set out within Person Specification of Board Member document), the competencies of the Chair of the XXXXXX Committee should include:

- leadership ability and commitment to the Association's mission and strategic vision;
- the ability to manage meetings effectively, encouraging all participants to contribute and reach consensus.