

Role description Chair of the Executive Committee

Title: District Chair

Outline: The Chair will lead the Executive Committee, ensuring that it fulfils its responsibilities within the District. The Chair will work closely with the District Commissioner to achieve the purpose of The Scout Association through the development of local Scouting, in accordance with the Policy, Organisation and Rules of The Scout Association.

Responsible to: District Scout Council.

Responsible for: Executive Committee Members.

Appointment Requirements: Must successfully complete the appointment process (including acceptable personal enquiries and acceptance of The Scout Association's policies).

Training Requirements: Must complete Module 1 within 5 months of full appointment.

The responsibilities of the Chair
Objectively and impartially chairing and facilitating Executive Committee meetings.
Acting as the Chair of the Scout Council.
Planning the annual cycle of Executive Committee meetings and setting the agenda for Executive Committee meetings.
Monitoring that decisions and actions agreed at Executive Committee meetings are implemented.
Working closely with the District Commissioner to ensure there are long term and short term goals and the role the Executive Committee can play in helping to achieve these.
Providing direction for the Executive Committee.
Ensuring that all members of the Executive Committee have been briefed and inducted into their roles, receive appropriate training, and are aware of their status as charity trustees.
Addressing and resolving conflicts that arise.
Membership and attendance of any working groups or sub-Committees set up by the Executive Committee, where appropriate.
Acting as the final appeal point for appointment disagreements between the Appointments Advisory Committee and District Commissioner.

General Executive Committee responsibilities
To be a full and active participant in Executive Committee meetings and activities.
To uphold the responsibilities of an Executive Committee as outlined in The Scout Association's Policy Organisation and Rules.
Willingness and eligibility to act as a Charity Trustee for the District.*
Contribute to the strategic aims and future development of the District.
An understanding of their own role, and the role of others on the Executive Committee
A commitment to understanding and forming opinions on the key discussion points and responsibilities of the Executive Committee.
Willingness to complete various tasks which support the work of the Executive Committee and aims of the District.

Gateshead District Scouts

Mitchell House, Gladstone Terrace West, Gateshead, NE8 4EA

T: 0191 490 0520 E: volunteer@gatesheadscouts.org.uk W: www.gatesheadscouts.org.uk

Skills for a Chair

- Strong leadership skills
- Strong communication and inter-personal skills
- Ability to work as part of a team
- Able to think creatively and solve problems
- Able to motivate others and encourage participation
- Able to handle and resolve conflict effectively
- Willing to speak one's mind and listen to the views of others.
- Able to maintain independent and objective judgement
- Willing to actively design and contribute to the strategic vision of the District
- Willingness to take decisions which will further the work of the District

Other Tasks to be Agreed with the District Commissioner

*Terms of Eligibility for Charity Trusteeship can be found in The Scout Association's Policy, Organisation and Rules; or by contacting the Charity Commission for England and Wales.