

BOWLS SURREY



JOB DESCRIPTION

CHAIRPERSON

The Chairperson will chair all Board meetings and be responsible for the liaison and cooperation between officers and any Board sub-committee.

The Chairperson is elected to serve for a three-year period, and may stand for re-election

Who will I work with?	<ul style="list-style-type: none"> The Bowls Surrey Board & relevant sub-committees.
What will I do?	<ul style="list-style-type: none"> Lead the team around you to ensure full participation of all members. Chair meetings of Bowls Surrey Board. Chair special/annual general meetings. Chair relevant sub-committees. Ensure any meetings are run effectively and in a timely manner. Should a formal complaint be received by the county, it is for the chair to decide if there is a case to answer, and if so, it needs to be referred to the Disciplinary Officer.
What do I need to do this role?	<ul style="list-style-type: none"> An experienced and effective manager; Confident and good at communicating; To be approachable and friendly Diplomatic and discreet. Well-organised.
What are the benefits and how will you support me?	This is a very prestigious position within Surrey, and support will be provided as and when required.
Annual Commitment	<ul style="list-style-type: none"> Attend all Bowls Surrey Board meetings, all relevant sub-committee meetings, and County AGM.