



## Role Description – Group Chair

**Outline:** The Chair will lead the Trustee Board, ensuring that it fulfils its responsibilities within the Group. The Chair will work closely with the Group Scout Leader 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 for:** Trustee Board Members.

**Responsible to:** The Group Scout Council.

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

It's expected that whilst volunteering for this role you will undertake regulated activity.

### The responsibilities of the Chair:

- Objectively and impartially chairing and facilitating Trustee Board meetings.
- Acting as the Chair of the Group Scout Council.
- Planning the annual cycle of Trustee Board meetings and setting the agenda for Trustee Board meetings.
- Monitoring that decisions and actions agreed at Trustee Board meetings are implemented.
- Working closely with the GSL to ensure there are long term and short term goals and agreeing the role the Trustee Board can play in helping to achieve these.
- Providing direction for the Trustee Board.
- Ensuring that all members of the Trustee Board 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 Trustee Board, where appropriate.

### **General Trustee Board responsibilities:**

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

### **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 Group
- Willingness to take decisions which will further the work of the Group.

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