

ROLE DESCRIPTION: CHAIR OF THE WELSH COUNCIL EXECUTIVE COMMITTEE

The role of the chair is to lead the Welsh Council Executive Committee, ensuring that it fulfils its responsibilities for the governance of the organisation.

Main responsibilities:

- Providing leadership and direction to enable the Committee to fulfil its responsibilities for the overall governance and strategic direction of Ramblers Cymru.
- Ensuring that Ramblers Cymru pursues its objects as defined in its governing document and other relevant legislation/regulations.
- Working in partnership with the Director of Wales and supporting the employees, to ensure a positive and harmonious relationship between staff, volunteers, members and other supporters of the Ramblers.
- Facilitating and stimulating the Welsh Council Executive Committee to achieve well-rounded and carefully considered strategic decision-making.
- Working closely with the Governance Office to ensure that each meeting is planned effectively, conducted according to the constitution and that matters are dealt with in an orderly and efficient manner.
- Taking a leadership role in promoting the organisation, in partnership with the Director of Wales internally and externally, including representing the organisation effectively to external stakeholders.
- Chairing the annual general meeting of Welsh Council.

Term of office: 3 years

Time commitment

- 5 Committee Meetings per year usually held 10.30am to 3pm.
- Attendance at Welsh Council usually held over a weekend in March.

Time should also be allowed to read meeting papers (normally distributed one week in advance of meetings) and related communications by email. In addition, the chair may also be asked to attend other meetings to represent Ramblers Cymru at formal meetings and there are regular updates with the Director of Wales.

Person specification

- A confident and adaptable individual with experience of working with, volunteers and committees and be prepared to be an essential voice in the advocacy of its long-term strategy. <https://www.ramblers.org.uk/news/latest-news/2017/february/a-vision-for-wales.aspx>

- Experience of delivering a strategic vision for an organisation, with independent judgement and an analytical approach to the role which oversees a registered charity with a devolved and membership structure.
- Understanding of the respective roles of chair and Director, and an ability to work effectively in supporting and overseeing the work of the Director.
- Ability to inspire both internal and external audiences about Ramblers Cymru.
- Excellent inter-personal skills and sensitivity when dealing with others.