

Role of the Chair of the Board of Trustees

- Key Responsibilities:
- To provide leadership to the board and to seek to ensure that trustees fulfil their duties and responsibilities for the proper governance of the Charity.
 - To support, and where appropriate, to challenge the chief executive officer (CEO) and to seek to ensure that the board as a whole works in partnership with executive staff.
 - To act as spokesman for GSC and its mission.

- Main Duties:
- To promote the long-term future of the charity by seeking to ensure that:
- the board sets the mission, vision, strategy and high-level (ie. board) policies for the Charity within the powers and restrictions in its charitable objects and governing instruments;
 - the board takes steps to monitor the performance of the Charity and to ensure that the charity satisfies all regulatory and legal compliance requirements;
 - major risks to which the Charity is exposed are reviewed regularly and systems are established to mitigate these risks [without the Charity becoming unduly risk averse].

To seek to ensure the highest possible standards of governance by ensuring that: the Charity has an appropriate governance structure and that the governing instruments are reviewed regularly.

To seek to ensure the proper and efficient conduct of board meetings by:

- chairing trustee meetings effectively, seeking consensus, balancing the need for full debate on key questions with the expeditious despatch of business so as to reach clear and agreed decisions as swiftly as possible;
- encouraging all trustees to participate.
- taking an active role in ensuring that board agendas are meaningful and reflect the key responsibilities of trustees;

To support the CEO by seeking to ensure that: there are clear and open processes for the recruitment (and if necessary dismissal) of the CEO and other executive officers, and for setting and reviewing the remuneration package of the CEO.

To make sure that the board understands and fulfils its responsibility to hold the CEO and the executive team to account by ensuring that:

- when appropriate, the chair and the trustees challenge the CE constructively;
- CEO performance is appraised on an annual basis;
- the CEO is clear about the key performance indicators by which the CEO will be held accountable;

To seek to ensure that the board works in partnership with management by: seeking to ensure through the CEO, that the staff understand the role of the board and that the CEO provides an effective channel of communication between the board and staff.

To act as a trustee accepting the obligations incumbent on a trustee.