



Role Description

Chair of the Board of Trustees

Role Purpose: To lead the Board of Trustees, support the Chief Executive and support the organisation to meet its charitable and strategic objectives

Main Tasks:

- Lead the Board in exercising its responsibilities and functions.
- To regularly contribute to the review of the strategic aims of the organisation.
- Support the development of strategic aims that deliver real improvements to the lives of disadvantaged children, young people and families.
- To support the Chief Executive and Board Members.
- To reflect Aberlour's vision, values and strategy.
- To ensure that Aberlour functions within the legal, regulatory and financial requirements of a charitable organisation.
- Chair the Board of Directors Meetings four times a year and ensure that the meetings are run efficiently. Attend Committee meetings as required.
- Ensure that AGM'S and EGM's are carried out in accordance with the governing document.
- Contribute specific skills, interests and contacts and support the organisation in fundraising activities.
- Maintain good relations with senior managerial staff.
- Take part in training sessions provided for the benefit of Board members. Fulfil such other duties and assignments as may be required from time to time by the board.

The Chair of the Board role requires;

Partnership skills – supporting and collaborating with the Board, the Chief Executive and Senior Executive Team.

Team Building Skills – ensuring succession planning is in place, supporting the recruitment, induction and development of new board members and mediating and handling conflict within the Board as required.

Strategic development skills – supporting the Board and the Executive Team to review and develop strategy.

Organisational Skills – ensuring the smooth running of the board function and improving processes where required.

Campaigning commitments - supporting Aberlour campaigns on behalf of disadvantaged children, young people and families

Networking and influencing skills – making connections on behalf of Aberlour that support Aberlour activities.