

Purpose

The Chair is the leader of the committee having the ultimate responsibility for the operation of PRIDE in Gloucestershire in line with legislation, its constitution, and the expectations of the LGBT+ community.

Duties

1. To be the ultimate guardian of the organisation's aims and objectives.
2. To build an effective team of committee members and to help build relationships in that team.
3. To oversee the broad strategic direction of PRIDE in Gloucestershire
4. To provide the committee with direction and a development plan for the year ahead.
5. To facilitate all meetings of the Committee, ensuring effective decision making, enabling committee members and ensuring actions agreed by the committee are completed
6. Working with the Secretary to set the agenda and venue of all committee meetings.
7. Working with the Secretary, approve draft minutes before sending onwards to the committee
8. To assist all committee members in their individual roles wherever necessary
9. To ensure all members are engaged, informed and encourage participation
10. To be ultimately responsible for all the liabilities of the committee
11. To inform the committee of any complaint, dispute or allegation that may arise from time to time as appropriate and ensure a satisfactory resolution is reached
12. To act as the Public face of PRIDE in Gloucestershire, undertaking and conducting media interviews
13. To oversee the operational and diagnostic aspects of major pride events, to include engaging with and meeting the relevant authorities or bodies

Qualities Needed

1. To be reliable & impartial
2. To be able to exert authority, demonstrative, positive leadership and gain consensus in order to avoid conflict within the committee
3. Be Organised

General Requirement

- Attend every committee meeting and be fully available on Pride Day and the set up day previously.
- To be able to use webmail and Facebook Communications
- Have the spare time to commit to this role outside of meetings (Could be around 12 hrs a week at peak)
- Act independently of any other interests and declare any conflicts of interest
- Not to have any convictions of fraud or dishonesty, never to have been made bankrupt or been disqualified from acting as a company director or charity trustee.