



## **JOB DESCRIPTION**

### **CHAIR of the BOARD**

The Chair provides leadership and direction to the Board, enabling it to fulfil its responsibilities in providing sound governance and strategic direction for the County. The Chair should be able to demonstrate skills in facilitation, strategic planning and team development. This role is critical to the long term success of the County as the Chair leads the Board, facilitates Board meetings and supports the Directors with well-rounded and carefully considered decision making. The Chair upholds the County values and encourages the Executive team and membership to engage in the county's future.

The Chair should have a good knowledge of golf and its organisation, have good communication and organisational skills and be capable of working collaboratively.

#### **Key Responsibilities**

- Lead the formulation of a Strategic Plan for the County.
- Ensure the Board fully understands and implements good practice in respect of governance and leadership.
- Chair and facilitate meetings effectively.
- Monitor decisions taken at meetings and ensure they are implemented.
- Liaise regularly with the County Treasurer to maintain a clear grasp of the County's financial position.
- Build a high performing team of committee members.
- Lead the development of the County's values and ensure they are embedded in the organisation.
- Represent the County and its members at appropriate events/meetings/functions where necessary.

#### **Key Attributes Required**

- Excellent people management, confident communicator and good listener.
- Dynamic and highly motivated.
- Calm under pressure.

#### **Effective from AGM 16 Nov 2023**

**Expenses** Covered in line with current YLCGA Policies.

#### **Application process**

A letter of application accompanied by a CV. A letter of proposal from the applicant's home club seconded by another club, should be sent, by post or email, to the County Secretary, Mrs Lesly Ford, Barn House, Thormanby YO61 4NN. Email: [leslyford@hotmail.com](mailto:leslyford@hotmail.com)

#### **Closing date for applications **30 Sept 2023****

All officers and members of the YLCGA Executive are required to attend a Good Practice and Child Protection Workshop and may undergo an Enhanced DBS check.

**Informal discussion with the current Chair of the Board is welcomed.**

Alison Tracey Tel: 07857 008554 Email: [alisonjtracey@gmail.com](mailto:alisonjtracey@gmail.com)