

## **Chair of Trustee Board**

### **Role Description**

The Student President is the Chair of the Trustee Board.

In addition to the general responsibilities of a trustee:

- Planning the annual cycle of board meetings
- Setting agendas for board meetings
- Chairing and facilitating board meetings
- Giving direction to board policy-making
- Monitoring that decisions taken at meetings are implemented
- Representing the organisation at functions and meetings, and acting as a spokesperson as appropriate.
- Liaising with the Chief Executive to keep an overview of the organisation's affairs and to provide support as appropriate
- Liaising with the Chief Executive to develop the board of trustees
- Bringing impartiality and objectivity to decision making
- Facilitating change and addressing conflict within the board

### **Person Specification**

In addition to the person specification of a trustee:

- Leadership skills
- Experience of committee work
- Tact and diplomacy
- Good communication and interpersonal skills
- Impartiality, fairness and the ability to respect confidences