

## **ROLE DESCRIPTION: Chairperson**

- Must be a professional member of BCS (MBCS/FBCS).
- Responsible for the supervision of all matters concerning the effective leadership of the group.
- Chairs all general (AGMs and EGMs) and committee meetings.
- Prepares the Chair's Report for each AGM.
- To represent the group in the community and promote its aims and ideals.
- To establish and maintain harmonious relationships with Board members and to encourage effective communication between the organisation and the community.
- To ensure the formulation of strategies for the committee and implements appropriate actions to achieve the strategic goals.
- To ensure that the Board maintains its emphasis on policy matters and that the authority delegated to any standing committees or staff is properly observed.