

West Midlands Regional Committee



Chairperson - Role Description

Volunteer Job Title	Regional Chairperson.
Type of Volunteering	To act as Chairperson on the West Midlands regional committee.
Main Purpose	<ul style="list-style-type: none">• To chair meetings• To closely liaise with the Secretary, Treasurer and other Officers of the Regional Committee.• Ensure that the Committee roles are maintained and regularly refreshed.• To act as the principle officer for making decisions wherever the need arises, in consultation with the regional committee.• To work closely with the RPM to ensure that they are familiar with all governing body information and initiatives.• To delegate tasks to the appropriate committee member.• To ensure that meeting outcomes are properly followed up by the necessary person.
Responsible to	Other committee members.
Competencies / Experience required	Be organised, diplomatic and have good communication skills. Also be confident in chairing meetings.
Commitment required	<ul style="list-style-type: none">• Approximately 4 x 2 hour meetings per year, plus any Triathlon England correspondence when required.• Be prepared to act as a signatory on the Bank Account.
Support received from:	Other regional committee members and RPM.
Is this Volunteer Opportunity open to disabled persons?	Yes.