



Oxfordshire Netball Development Board

Committee Role Profile

CHAIRPERSON

Introduction

The following role profile is not intended to be comprehensive, nor is it an expectation that potential volunteers will possess all the skills/personal qualities listed. However, the Chairperson will have sound knowledge of a management committee.

The role of the Oxfordshire Development Board Chairperson is held by the elected official for four years.

This role profile should be read in conjunction with the Oxfordshire Netball Management Committee – Roles, Skills and Personal Qualities document which outlines the requirements of all ONBD officers.

The Chairperson's role is to:

- Lead the ONDB, ensuring that it is managed effectively and to facilitate change.
- Act as a figurehead or spokesperson where required.
- Plan the annual cycle of ONDB meetings and chair/facilitate these. Guide and co-ordinate the ONDB in formulating policies and managing the affairs of Oxfordshire Netball.
- Ensure that ONDB contains the diverse range of skills, experience and knowledge needed to operate effectively, with due consideration for community representation. Drive volunteer recruitment and succession planning along with creating opportunities for volunteer development. Manage the behaviour of ONDB volunteers and promote best practices in government.
- Be responsible for the conduct of all committees in managing the affairs of Oxfordshire Netball.
- In conjunction with the Treasurer, ensure proper management and control of finances.
- Be responsible for the presentation of the Oxfordshire Netball Annual Report.
- Attendance of meetings of the subcommittees in an advisory capacity as required.
- Represent Oxfordshire Netball on the South Region Management Board and other groups deemed necessary.
- Line manage the work of the Oxfordshire Netball Development Officer in conjunction with other partners.

Skills/Personal Qualities of the Chairperson:

A Chairperson is required to have good communication, interpersonal and leadership skills. This role will suit someone with initiative and drive who is able to work in partnership with others, is good at teambuilding and can delegate. This person will have sound knowledge of netball governance along with understanding of the roles/responsibilities of the ONDB.

An aspiring Chairperson will need to be willing to chair meetings and ensure that decisions are taken and followed-up. They will need to be strong networker with knowledge of Oxfordshire Netball's key networks and be prepared to speak clearly and succinctly as the public face of Oxfordshire Netball.

The Chairperson will ideally be a hard-working and confident strategist with tact and diplomacy skills.