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 **Essential**

* Be a member of a Swim England East Region club
* Strong leadership skills and ability to motivate members of the Board to form an effective and cohesive team
* Previous experience of chairing a high level committee / board of a voluntary organisation
* Proven knowledge of the sport, including:
	+ Understanding of the key issues faced by clubs and counties
	+ Relationships between these partners and the region
* Experience of establishing and working to strategic plans and objectives
* Comprehensive and current IT, literacy and numeracy skills
* Approachable and a good listener, able to communicate effectively and confidently
* Efficient and well organised

**Desirable**

* Commercial / business background
* Knowledge of the role of a charity Trustee
* Understanding of Sports Development and the competition structure
* Understanding of Swim England governance and policies
* Previous line management experience
* Ensure that the highest standards of governance are followed and that the Company acts in accordance with its Articles of Association and Regulations
* Chair Board meetings, Annual General Meetings and Regional Operations Committee meetings
* Provide leadership and direction to the Board ensuring that agendas are appropriate and that the Board has relevant information in order to make decisions
* To line manage the Regional Manager
* Develop a four year regional strategy to reflect key priorities
* To oversee the delivery of the Regional Strategic plan, ensuring that it is compatible with the plans of Swim England
* Ensure that the Board develops regional plans and budgets and monitors and evaluates these to maintain a sound financial platform at all times
* Take appropriate steps to ensure that the Board members’ skill and contribution levels are maximised
* Review and approval of all regional policies
* Ensure adherence to relevant Swim England Policies including its Wavepower document
* Be a point of contact for regional officers and discipline managers
* Liaise with the other Regional Chairs and Swim England Senior Management Team as appropriate, including attendance at meetings of the Regional Chair’s Group
* Be a champion of swimming in all its disciplines, and be an ambassador for the region at every opportunity

**Job Title:** **Regional Chair**

**Department:** East Region

**Reporting to:** The Members Forum

**Direct Reports:** Regional Manager

**Location:** Home Based with Regional Travel

**Commitment:** 16 hours (2 days) per week

**Values:**

Quality

Purpose

Togetherness

Fun

Resourceful

**Job Purpose:**

This volunteer position provides leadership and direction to the Board of Directors, as well as being a named company Director and Trustee of the charity, sharing the responsibility of those roles with other directors.

Swim England East Region is a company limited by guarantee with charitable status.











**Skills and experience required**

**Key responsibilities**

Role Description