



## ROLE DESCRIPTION - PRESIDENT

The role of the President is to provide the principal leadership and responsibility for the organisation and the Committee.

### **Desirable Attributes:**

The President should:

- be well informed of all organisation activities and able to provide oversight
- be a person who can develop good relationships internally and externally
- be forward thinking and committed to meeting the overall goals of the Organisation
- have a good working knowledge of the Committee Constitution, rules and duties of office bearers
- be able to work collaboratively with other Committee Members
- be a good listener and attuned to the interests of members and other interest groups
- be a good role model and a positive image for the Organisation in representing the Committee in other forums (e.g. local arts forums, media engagements, other organization engagements)
- be comfortable with public speaking

### **Specific duties include but are not limited to:**

- Chair Committee meetings ensuring that they are run efficiently and effectively
- Act as a signatory for the Organisation where legally and financially required
- Regularly focus the Committee's attention on matters of Organisational governance that relate to its own structure, role and relationship to any key stakeholders
- Periodically consult with Committee members on their role, to see how they are going and help them to optimise their contribution
- Work with the Committee to ensure:
  1. The necessary skills are developed where required, represented on the Committee and that a succession plan is in place to help find new Committee members when required
  2. Relevant strategic plans and organizational goals are developed and monitored to ensure continued viability of the organisation.
- Serve as a spokesperson for the Organisation when required
- Promote good relationships with key stakeholders, suppliers, other theatre companies and arts organisations in the region
- Assist in the development of the organisation and promote improvements and key initiatives when identified.