

Scottish Association for Marine Science

CHAIR GOVERNING COUNCIL

- Job Description -

(Please also consult the general description for Trustees)

Title:	Chair, SAMS Governing Council
Reporting to:	SAMS Membership at the Annual general Meeting
Main purposes of the role:	<p>Provide outstanding leadership to SAMS Trustees and members of the Governing Council.</p> <p>Work effectively with the SRSL Board, SAMS Director and Executive Group to ensure that the organisation meets its commitments to partners and stakeholders.</p>
Main duties:	<ul style="list-style-type: none"> • Manage and provide leadership to the Governing Council, demonstrating and implementing best practice governance principles and process. • Act as a direct liaison between the Council and the management of SAMS Group through the Director ('CEO') of SAMS and the Chair of SRSL. • Ensure that the Governing Council and its members are aware of, and fulfil their governance responsibilities. • Preside over meetings of the Governing Council. In this capacity, chair meetings and conduct business effectively and efficiently to public body standards: ensuring that decisions are reached in an orderly, timely and democratic manner. • Serve as an <i>ex-officio</i> member of governance committees specified in the appropriate Terms of Reference. • Ensure that the organisation maintains positive and productive relationships with partners and stakeholders. • Provide independent advice and counsel to the Director.
Commitment:	<p>This position is unremunerated, travel expenses will be paid. The appointment will be for an initial three-year term that may be extended for one further three-year period. The minimum time commitment, including participation in formal committee meetings, is approximately 18 days per annum, excluding travel time and extraordinary networking, fundraising or other events.</p>

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- Person specification -

(Please also consult the general description for Trustees)

Personal Competencies

Essential

- Commitment to and empathy with the purpose, principles and objectives of SAMS.
- Strong inter-personal and relationship building abilities, comfortable in an ambassadorial role to e.g. senior levels of government, higher education partners, funding bodies, NGO's and commercial organisations.
- Networking, influencing and advocacy, including the ability to represent SAMS to a range of stakeholders from senior levels of government to the local community.
- Demonstrates tact and diplomacy with the ability to listen and engage effectively.
- Commitment to equality and diversity.
- Is prepared to commit time to conduct the role in an appropriate manner including travel to Oban and attending events out of office hours.

Desirable

- Good understanding of business principles and risk management.
- Good understanding of the current political environment in Scotland and the UK.
- Is able to foster and promote a collaborative team environment.

Knowledge and Experience

Essential

- Strong leadership skills, ability to motivate staff and bring people together;
- Significant Board/Trustee experience in a complex or multi sector organisation.
- Financial management expertise and a broad understanding of charity finance issues
- Experience of leading strategic change successfully.
- Proven experience of chairing large decision making meetings

Desirable

- Good understanding of charity governance issues.
- Expertise in an area relevant to the responsibilities of the Trustees.
- Understanding of the principles of good governance.