



POSITION DESCRIPTION

Position Title

President

Primary Purpose of Role

Fulfil the rules and responsibilities of the President as outlined in the Rules of an Associated Corporation, and provide leadership and direction of the Grainger Wind Symphony executive committee.

General Duties of a Committee Member

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| <p>1) As soon as practicable after being elected or appointed to the Committee, each committee member must become familiar with these Rules and the Act.</p> <p>2) The Committee is collectively responsible for ensuring that the Association complies with the Act and that individual members of the Committee comply with these Rules.</p> <p>3) Committee members must exercise their powers and discharge their duties with reasonable care and diligence, both personally and professionally.</p> | <p>4) Committee members must exercise their powers and discharge their duties—</p> <ul style="list-style-type: none">a) in good faith in the best interests of the Association; andb) for a proper purpose. <p>5) Committee members and former committee members must not make improper use of—</p> <ul style="list-style-type: none">a) their position; orb) information acquired by virtue of holding their position— <p>so as to gain an advantage for themselves or any other person or to cause detriment to the Association.</p> |
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Key Responsibilities

- 1) Chair meetings of the Grainger Wind Symphony executive committee and general meetings.
- 2) Acknowledge and communicate all facets of the association to members and stakeholders, to promote the group and enable reflection, evaluation and forward planning.
- 3) Develop and maintain relationships with sponsors.
- 4) Act as a signatory for the Association in all legal purposes and financial purposes.
- 5) Periodically consult with Committee members on their role, to see how they are going and help them to optimize their contribution.
- 6) Work with the Committee to ensure:
 - a) The necessary skills are represented on the Committee and that a succession plan is in place to help find new Committee members when required
 - b) Goals are set and relevant strategic and business plans are developed to achieve the goals of the Association.
- 7) Serve as a spokesperson for the Association when required.
- 8) Assist in the development of partnerships with sponsors, funding agencies, local and state government, shared facility users and organisations that are relevant to the goals of the Association.
- 9) Work with committee to ensure that activities are supported by appropriate policy, and where necessary formulate such.

Skills Required*

- 1) Strong leadership skills.
- 2) Ability to network, form and maintain relationships with third parties.
- 3) Strong communication skills and competency as a public speaker.
- 4) Ability to interpret, develop and implement policy.
- 5) Ability to communicate and respond in a timely manner using e-mail and SMS on mobile devices.

* or a willingness to learn and develop skills in the role.