

Your Housing Group Chair – Role Description

Overall Responsibility

The Chair's main role is to provide clear leadership of the board, ensuring that it has agreed priorities, appropriate structures, processes and a productive culture and has board members and senior managers who are able to govern well and add value to the organisation.

Main duties and responsibilities

In addition to those duties and responsibilities performed by all directors, the chair is generally considered to lead on:

- instigating and facilitating discussions on the strategic development of the Group;
- ensuring that the board has agreed strategic priorities;
- holding the chief executive to account for the effective management and delivery of the Group's strategic aims and objectives, where appropriate;
- providing leadership and support to the chief executive officer where appropriate;
- supporting and appraising the performance of the chief executive officer;
- building and maintaining close relations with the Group's stakeholders;
- upholding the values of the Group by example, and ensuring that the organisation promotes equality and diversity for all its stakeholders;
- facilitating effective board meetings, liaising with the company secretary and chief executive officer where appropriate, with the drafting of agendas and supporting papers for board meetings and ensuring that the business is covered efficiently and effectively in those meetings;
- encouraging all directors to contribute their skills, experience and opinions in order to ensure adequate challenge and robust scrutiny;
- creating a board environment with strong working relationships where challenge and scrutiny are welcomed;
- attending and chairing, committees and other ad hoc meetings of the board;
- ensuring, in liaison with the company secretary, that appropriate governance procedures, processes and controls are in place and followed;
- participating in any board induction, training and evaluation identified as an individual director and as part of the board or committee;
- maintaining the Board's commitment to board diversity, renewal and succession planning, in line with the Group's articles of association and/or current good practice;
- undergoing an individual and board performance appraisal, and attending any additional training or development activity highlighted as a result of the evaluation process;
- undertaking evaluations of the performance of non-executive directors and with the Governance team developing a board development plan where required;

- representing the Group at functions, meetings and in the wider media, in line with the Group's agreed media strategy.

Person Specification

The following characteristics, knowledge and experience (or commitment to gain them) would be advantageous to the role of chair:

- high level of understanding and interest in the issues of social housing and the housing sector;
- a commitment to the values and principles of the Group;
- strong business and financial acumen;
- experience of committee work;
- highly developed interpersonal and communication skills;
- proven leadership skills;
- strong organisational skills;
- ability to understand complex strategic issues, analyse and resolve difficult problems;
- sound, independent judgement, common sense and diplomacy;
- high standards of personal integrity and probity;
- politically astute, with the ability to grasp relevant issues and understand relationships between interested parties;
- resilience;
- a clear understanding, and acceptance, of the legal duties, liabilities and responsibilities of directors;
- sound knowledge of governance; and
- sufficient time and commitment to fulfil the role.