

Chair of the Board of Trustees

The Chair's role is to lead the Board of Trustees, ensuring that it fulfils its responsibilities for the governance of Gateshead Carers Association.

This document will provide an insight into the role. This includes;

- Specific Objectives of this Role
- Time Commitment
- Qualities of a Chair
- Our Mission and Aims

We'd recommend reading '[A Chairs Compass](#)' by the Association of Chairs.

Specific Objectives of this Role

Leadership

- Be willing and able to lead the organisation in partnership with the Chief Executive Officer.
- Ensure the board share collective responsibility for decision making

Clarity of Purpose

- Ensuring the board discusses and agrees the purpose and core values of the organisation.
- Ensuring decisions made advance the purpose and values of the organisation.

Cohesive Board

- Creating productive relationships with and among individual board members.
- Creating the environment for a high-performing board team.

Constructive Relationships

- Develop and maintain productive working relationships with the Chief Executive Officer.

Considered decision-making

- Steering the board in identifying the key governance decisions to be made.
- Ensuring well-founded decision making.
- Managing potential conflicts of interest to ensure probity is maintained and there is appropriate transparency.

Time Commitment

Board meetings are currently held once every two months, on the last Tuesday of the month (2pm - 3:30pm). Our Board meetings are set up in a hybrid format, allowing Trustees to attend virtually via Zoom.

As a registered charity and company limited by guarantee, we must hold an Annual General Meeting, this occurs in late November and lasts around 3 hours. The Chair is expected to attend the AGM.

In addition to the above time commitments, it may occasionally be necessary at times to contact and hold meetings with other Trustees or the Chief Executive Officer.

Personal Qualities and Behaviours

Motivation and Style

- Altruism
- Empowering
- Humble
- Sense of Humour
- Friendly

Capacity to Lead

- Committed to the organisation
- Clear about the role
- Capable of clarifying issues
- Capable of handling contentious issues
- Devotes enough time to the organisation
- Capable of seeing the 'big picture'
- Capable of collaborating

Personal Attributes

- Bright / Intelligent
- Reflective / Listener
- Focuses
- Confident
- Organised
- Open / Innovative

Ability to Relate

- Flexible
- Non-judgemental
- At ease with people of all types
- Calm

Our Mission and Aim

Our mission is to make a significant positive difference in the lives of adult unpaid carers by efficiently and effectively providing the highest quality personalised carer support in Gateshead.

Our aim is to ensure that all adult carers;

- Have improved health and wellbeing.
- Have an improved quality of life being better able to realise their potential through employment, education and training.
- Are treated with respect and dignity and their role is recognised and valued.
- Have improved financial health.
- Have a life of their own outside of caring.

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