



## **Role Description**

### **Semi-Circle President**

#### **Purpose**

To provide leadership and set direction to the Committee, the President is responsible for ensuring that there is a strategy that is understood and agreed by the Committee and that they fulfil their responsibilities for the governance and success of the club financially, artistically and socially. He/she should aim to optimise the relationship between the Committee, volunteers and other members in order to achieve Semi-Circle agreed goals. The President is generally the spokesperson and should work to maintain key relationships within and outside the club.

#### **Accountabilities**

- Chair Committee meetings and the Annual General Meeting, ensuring that they are run efficiently, effectively and in accordance with the statutes.
- Act as a signatory for the Club in all legal and financial purposes.
- Focus the Committee's attention on matters of Club governance.
- To implement difficult decisions that cannot or will not otherwise be addressed.
- Consult with Committee members on their role and help them to optimise their contribution.
- Work with the Committee to ensure:
  1. Strategic plans are developed in order to achieve the goals of the Club.
  2. The necessary skills are represented on the Committee and that a succession plan is in place to help find new Committee members when required
  3. The development of the capabilities and standards of the Semi-Circle
- Serve as a spokesperson for the Club.
- Assist in the development of partnerships with sponsors, local authorities and other organisations that are relevant to the goals of the Semi-Circle.
- To set an example of behaviour in the Semi-Circle.

#### **Key Attributes**

- Appreciation of the theatre and the production, direction and performance of dramatic pieces.
- Ability to inspire the Committee and members in support the goals of the club.
- Keeping a strategic vision for the longer term and ensuring that this is not damaged by short-term necessities.
- An appreciation of the level of detail that needs to be achieved for the successful administration of the club.