



**LORD'S TAVERNERS**  
Empowering young people through cricket

## **Regional Committee Job Description**

**Role:** Fundraising Committee Chair

**Reports to:** Regional Engagement Manager / Board of Trustees

**Purpose:** Lord's Taverners regional committees play a key role within the charity. They provide fundraising opportunities and awareness building activities within their communities to ensure the financial viability and stability of the charity.

The Committee Chair plays a strategic role in representing the charity, both locally and across the UK. The Chairperson ensures their committee functions properly, that there is full participation at meetings and events, and that committee business is conducted efficiently to ensure a successful and profitable region.

### **Responsibilities:**

#### **Ensure the committee functions properly**

- Drive fundraising performance for the regional committee ensuring high levels of engagement raising as much money for the charity as possible
- Provide leadership and direction to the regional committee
- Serve as spokesperson for the committee within the region
- Plan / run regular committee meetings, setting the agenda and ensuring any actions are noted / disseminated
- Ensures matters are dealt with in an orderly, efficient manner
- Offers impartiality and objectivity to meetings and decision-making
- Plan for recruitment and renewal of committee members

#### **Ensure the committee is managed effectively**

- Liaises with the Regional Engagement Manager, as appropriate, to keep an overview of the charities' affairs
- Ensures any appropriate resource is provided by the Regions team
- Coordinates the committee to ensure responsibilities for aspects of the committee (e.g. financial control, PR, Marketing etc) are met and specialist expertise is recruited as required.
- To facilitate change and address conflict within the committee / region when needed

**Represent the charity**

- Promote the vision and purpose of Lord's Taverners
- To advocate for and represent the charity at external meetings and events.
- To be aware of current issues that might affect the organisation.

**As Chair of the committee you..**

- Are an experience leader, with organisational and people management skills.
- Have strong verbal and written communication skills
- Ensure impartiality, fairness and the ability to respect confidentiality
- Are able to ensure decisions are taken and followed-up.
- Have an appreciation of business / community development
- Have good networking skills and willing to bring new connections forward
- Understanding of the roles/responsibilities of the committee.

**Time commitment:** 1-2 hours per month for committee meetings, with additional time commitments around events / activities.

**Remuneration:** Unremunerated but reasonable travel expenses will be reimbursed