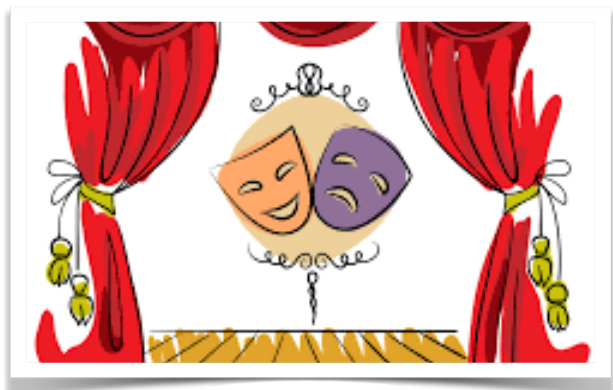


Proposal for Revised Management Structure of

KELVIN PLAYERS

JOB DESCRIPTION FOR THE CHAIRPERSON



What does the Chairperson of Kelvin Players do?

Good question!

The Chair of the Club is the person who has overall responsibility for the running of the Club for their term of office.

This means that they ensure that the Club is running smoothly, that the charitable aims are developed and that all our statutory obligations are met.

They have a team of people they work with and can call upon to undertake all the different roles that Kelvin Players needs to continue being the most successful non-professional drama group in the area.

The Chair is the link between the different aspects of the Club: artistic development; business development; and, membership development.

They Chair the regular Management Committee meetings where the day-to-day business of the Club is monitored and reviewed.

They facilitate and Chair the Executive Group; the newly-formed group where the Club's vision and ambition are debated and developed.

They also are part of the Membership Development Group; another newly-formed group which is concerned with the members' engagement and satisfaction within the Club.

CHAIR OF THE MANAGEMENT COMMITTEE

Alongside the Artistic Director, Business Development Director, Treasurer and Secretary

Regular monthly meetings

CHAIR OF THE EXECUTIVE GROUP

Alongside the Vice-Presidents, the Honorary members and the Elected Officers

c6-monthly meetings

PART OF THE MEMBERSHIP DEVELOPMENT GROUP

Alongside the Membership Sec, Membership Rep, Inclusion Rep, Social Sec, Little Theatre Guild Rep

c3-monthly meetings



We want our Chair to have passion and experience of theatre at all levels (on stage and backstage)

passion for the continuing success and development of Kelvin Players

good communication and organisation skills

good people skills, including tact and a sense of humour

In return our Chair will

have a team of experienced and dedicated Officers to work with

have the opportunity to innovate and shape the future of the Club