

GDA Chair of Trustees

Background

The Guernsey Disability Alliance is a member charity that was formed in 2008. We have both individual and organisational members (40 charities). We are collective voice for anyone affected by disability.

We are passionate about equality of opportunity for disabled islanders and carers in Guernsey. We want to change how Guernsey thinks about disability and ensure we all have the opportunity to take part in community life, including but not limited to: education, transport, health, eating out, shopping, sport and taking part in cultural activities.

We have a wealth of collective experience and use that to provide input into Government Policy and support the community to become more inclusive.

The GDA is operates two main streams of work:

- Social policy – influencing the government to improve inclusion
- Partnership – partnering with the community to improve inclusion
 - We All Matter Eh? represents the voice of people affected by disability
 - Access for All focuses on making the island more accessible in all its forms
 - The training arm of the GDA

We are looking for someone to drive our strategy for the rest of the States term until 2025 and lead and support the Executive and staff in this next phase.

Please contact Karen or Carol for a coffee info@disabilityalliance.org.gg 07781 467316

For more information, see:

- Our websites: www.disabilityalliance.org.gg www.matter.gg www.access.gg
- Facebook: www.facebook.com/GuernseyDisabilityAlliance and www.facebook.com/mattergg
- States sites: <https://www.gov.gg/disability> and <http://signpost.gg/>

Role Description

- Job Title: Chair (also a Director of GDA LBG)
- Responsible to: GDA membership (by election)
- Main Purpose: To lead the Executive Board in support of the directors and staff
- Time Commitment: 4-6 Executive Board meetings a year
Review meetings with staff
Ad-hoc meetings with Directors and other contacts
Attendance at some GDA member meetings and other events
Hours are flexible but will average 2-3 days a month, after induction

Governance Structure

The GDA is a company limited by guarantee (LBG) and is a registered Guernsey charity. The Executive Board consists of four elected officers, supported by co-optees. The Chair is elected by the GDA membership and stands for re-election each year at the AGM. There is no minimum or maximum term of office. Ideally this role would cover our key period until 2025. The Chair role is unpaid, but any approved expenses will be reimbursed. The Chair will need to undertake a Disclosure and Barring Service (DBS) check.

Specific Duties of the Chair

1. To lead all activity of the Executive Board:
 - I. Chair meetings of the Executive Board effectively and efficiently, bringing impartiality and objectivity to the decision making process, working closely with the Hon Secretary/ Corporate Secretariat to co-ordinate governance matters.
 - II. Ensure that Board Members are fully engaged and that decisions are taken and implemented in the best, long-term interests of the charity and that the Board takes collective ownership.
 - III. Foster, maintain and ensure that constructive relationships exist with and between the Board Members.

- IV. Work closely with Board Members to give direction to policy-making and to ensure that meetings are well planned, meaningful and reflect the responsibilities of the Board.
2. To support and act as line manager for staff (P/T Social Policy & Partnership Director)
3. To build and develop the membership of the Executive Board.
4. To act as an ambassador for the Charity, as required

General duties of a Director of GDA LBG:

1. To safeguard the good name and values of the organisation and promote its work
2. To ensure the effective and efficient administration of the organisation
3. To ensure the financial stability of the organisation and that funds are spent in accordance with the Charity's objects
4. To appoint the staff of the GDA and monitor their performance.

Person Specification

Essential

1. Experience of governance within a company or charity
2. Leadership skills, including strategic thinking and team building skills
3. Strong communication skills – written and verbal
4. Strong interpersonal skills, able to build and maintain respectful relationships
5. Empathy with disabled people and carers and the rights-based aims and approach of the GDA
6. Ability to commit the time required

Advantageous

1. Previous experience as a Chair
2. Personal or family experience of disability
3. Public speaking (the social policy team are strong in this areas already)
4. Experience of working/volunteering for a third sector organisations (not for profit)
5. Strong Guernsey network

This role description outlines the current main responsibilities of the post. However, the duties of the post may change and develop over time and the role description may be amended in consultation with the post holder.