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# Regional Chair

# Role

To oversee the business of Triathlon England Yorkshire Regional Committee and its meetings. To give direction, keep focus and provides structure.

To represent the Yorkshire Region at the Triathlon England Council Meetings.

## Skills

* Approachable.
* Enthusiastic with a good knowledge of the sport and the structure of Triathlon England.
* Well organised and able to delegate.
* Ability to control meetings.
* Confident at public speaking.

## Main Duties

* To chair and control the meetings of the management committee.
* To be involved, where appropriate, in the coordination of regional activities.
* Oversee decisions made by the Regional Committee.
* Oversee the work of officers and other committee personnel.
* In conjunction with the secretary present the annual report.
* In conjunction with the treasurer present the annual accounts.
* Consult with the secretary on the content of the agenda and minutes of meetings.
* Ensure good quality communication channels between committee personnel, regional members, clubs and events.
* To represent your region at the Triathlon England Council Meetings.
* Ensure that statutory documents and other returns are filed on time.
* Report to the officers of the regional committee at the first opportunity of any instant decisions taken and ensure that all policy decisions are ratified by the regional committee members.

## Commitment

Dealing with issues as and when they arise plus committee requirements i.e. events and club management meetings.

Likely time commitment:

Regional - 4 face to face meetings a year including the AGM.

TE Council Meetings – Up to 4 face to face meetings a year in national locations.