

Stroud Pride Committee

“Chair”

Job description & Key responsibilities

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STROUD
PRIDE

Job Title:

Chair

Role Type:

Full committee member

About Stroud Pride Committee:

Stroud Pride Committee is a group of friendly, creative, and enthusiastic volunteers from the local LGBTQ+ community. Our mission is to celebrate Stroud's acceptance of its LGBTQ+ community through events like the Stroud Pride Picnic and to work towards a more inclusive and supportive society.

Job Description:

The Chair will lead and oversee the activities of the Stroud Pride Committee, ensuring that the organisation operates smoothly and aligns with its mission and values. This role involves preparing and running meetings, managing the leadership team, and ensuring all policies and procedures are up to date.

Key Responsibilities:

- Lead the committee in planning and executing Stroud Pride events.
- Prepare and run committee meetings, ensuring effective communication and collaboration among members.
- Manage the leadership team and oversee the execution of their responsibilities.
- Ensure all relevant licensing is in place and the organisation complies with legal requirements.
- Serve as the named safeguarding lead, licence holder, and TEN (Temporary Event Notice) lead.
- Maintain up-to-date policies and procedures to ensure the committee operates within its guidelines.
- Represent Stroud Pride at public events, meetings, and forums, promoting the organisation's mission and values.

Limits and scope of the role:

- The Chair must act in accordance with the Stroud Pride constitution and committee job role descriptions.
- The role involves overseeing committee activities and managing internal operations, but does not extend to providing personal counselling or therapy to members.
- Decisions must be made with the committee's best interests in mind, ensuring impartiality and fairness.

Qualifications:

- Strong leadership and management skills.
- Excellent organisational and communication abilities.
- Proven experience in managing teams and leading projects.
- Deep understanding and empathy for LGBTQ+ issues and experiences.
- Ability to work collaboratively within a team and independently.
- Knowledge of legal requirements and procedures related to event organisation is preferred.