

Area Committee Chairs

Role: To ensure an efficient and well-run One Voice Wales Area Committee.

Approximate time commitment: Varied at differing points of the year. To include agenda preparation and attendance at four Area Committee's. To represent the Area Committee at external events as appropriate.

Skills and experience:

- Knowledge of Community and Town Councils / Local Government
- A background in leadership and management
- Chairing skills
- Team building skills
- Good problem-solving skills
- Approachable and contactable
- Excellent communicator
- Reliable and committed
- Friendly
- Approachable
- Leader
- Enthusiastic
- Open to new ideas
- Networking and advocacy
- Credibility
- Supportive to other Community or Town Councillors / Clerks

Support / Training: Support from the regional Development Officer covering the Area Committee, Deputy CEO and COE of One Voice Wales as necessary as well as the Chair and Vice Chair of One Voice Wales via quarterly meetings.

Area Committee Chairs are encouraged to undertake chairing skills training.

Key Tasks

- To chair meetings of the Area Committee and to co-ordinate all Area Committee actions and representational activities.
- For Chairs to work closely with Development Officers and the National Executive Committee before taking new initiatives forward as well as working within the established governance framework of One Voice Wales.
- To motivate others in a coordinated and progressive way.

- To represent the Area Committee on formal occasions and to external bodies i.e. PSB, Unitary Authority etc.
- To represent the Area Committee on the Area Committee Chairs quarterly meetings and feedback regional issues or recommendations to the Area Committee Chairs meeting and ultimately the National Executive Committee

Benefits of being an Area Committee Chair:

- Supporting your local community – putting something back into your community, personal satisfaction knowing you have helped others.
- Satisfaction from doing something to make a difference within the Community and Town Council sector and region as well as your local community.
- Development of your interests to potentially become a National Executive Committee member or another part of the One Voice Wales governance structure.
- Social benefits – a chance to get out, have fun and meet some new people.

If you would like further information, please contact your One Voice Wales Regional Development Officer