

## **Committee specific skills and experience**

If you become involved in other areas of One Voice Wales work or of its committees there are other skills/ aptitudes which are required. These are described below.

### **(i) For the Chair of One Voice Wales (the Chair of the National Executive Committee)**

- Leadership
- Communications and presentation skills
- Team building and team working
- Networking and advocacy
- Credibility

### **(ii) For the Chair of the Policy Committee**

This post has an important role shaping the policy of the sector. A good understanding of the needs of Councils and Area Committees is necessary as is the ability to work positively with One Voice Wales staff and other providers. Other skills include leadership, communications and presentation skills, team building and team working, and credibility.

### **(iii) For the Chair of the Finance, Resources, and General Purposes Committee**

This post has an important role monitoring the financial standing of One Voice Wales and the overarching strategic management of the organisation's financial resources. They ensure that the organisations' finances are responsibly managed/invested for the betterment of One Voice Wales and the wider sector. The post holder should have strong financial skills/ aptitude/experience including:

Budgeting and strategic financial planning:

- Ensure all strategic plans are financially appraised and budgets are aligned to both short-term and long-term objectives each year.
- Oversee planning/budgeting processes in participation with the Finance, Resources and General Purposes Committee

### **(iv) For members of the Finance, Resources and General Purposes Committee**

- Create greater transparency and accountability

- Financial reporting:
- Guide and advise fellow members to formally approve the annual report and audited accounts
- Explain technicalities of accounts in plain language which is fully understood by Councillors
- Liaison with external auditors on specific issues in the auditing process.
- Ensure a high standard of management accounting is maintained to safeguard assets
- Liaise with Chief Executive and Deputy Chief Executive

**(v) For members of the Strategy Co-ordination Committee**

- Strategic thinking and problem solving.
- Risk management/identification
- Corporate governance
- Understanding of the sector, membership organisations and national and local government
- Creative and commercially minded
- Developing appropriate relationships with officers and understanding of wider HR responsibilities
- Team player
- Financial awareness

**(vi) For members of the Policy Committee**

- Ability to read and understand complex issues and reports
- Understanding of sound corporate governance
- Questioning/scrutinizing – constructively
- Independent

**(vii) For members of other committees**

- Ability to think strategically and in the interests of the sector rather than individual Councils
- Understanding of committee remit
- Understanding of sector and commitment to improving it
- Communications
- Team player

**(viii) For members of the Audit Committee**

- Financial awareness including ability to read and understand accounts and financial reports
- Understanding of sound corporate governance
- Questioning/scrutinizing constructively
- Independent