

# **Role Specification Chairperson of the Board of Directors**



**Leading, Enabling & Connecting**

**Communities of Singers in Ireland**

## Chairperson of the Board of Directors

Sing Ireland is a dynamic cultural organisation and charity that seeks to positively enhance and change people's lives through group singing. The organisation successfully rebranded as Sing Ireland in 2019 and is poised for significant growth and impact over the coming years. Sing Ireland is now looking for a new chairperson to work closely with the board of directors and executive team to develop and realise its potential. The organisation's vision for the future will see it become a central cultural player that advocates for, represents and demonstrates the life enhancing ability of group singing. The organisational model that Sing Ireland seeks to further develop has been set out in its strategy and now a robust and energised process is required for implementation and execution. Group singing can affect enormous positive change in society and Sing Ireland is at a tipping point in further demonstrating that impact.

### Sing Ireland Vision

A nation that is fully immersed in quality group singing experiences. People living on the island of Ireland will value, recognise and experience the life changing ability that singing has to impact on their health, creativity and well-being.

### Sing Ireland Mission

Sing Ireland develops and supports all forms of group singing in Ireland. It does this by providing quality experiences through activities led by Sing Ireland and supporting the work of our members and the wider choral sector.

### Sing Ireland Values/Beliefs

- The **group singing sector in Ireland** and all of those who work tirelessly to promote singing
- **Our members** and their activities that form the centre of group singing activity in Ireland
- **Inclusivity and diversity.** The types and number of singing groups is ever expanding and we will recognise, support and represent all those who are involved in group singing regardless of their socio economic circumstances, background or abilities.
- **Singing and its transformative capacity to enhance lives**
- **Partnership and Collaboration:** we know this is a means to maximise results for our sector and our members
- **Young People** in Ireland. We believe that they are entitled to a quality experience of group singing that is engaging and developmental.
- **Musicians and artists** that work in the group singing sector in Ireland. We will ensure that they are respected, valued and treated fairly by the organisation.
- **Sing Ireland as an organisation.** We know that investing in development and the people who work within it will build a lasting legacy for sustainable and quality driven practice.
- **The story of the group singing sector** and we will present a positive profile of that story to the Irish public.

- **Transparency and good governance.** Transparency and robust practices of good governance will ensure trust in our organisation.

## The Role

### Purpose

- To lead the organisation in partnership with the board and in partnership with the CEO and executive staff.
- To lead the implementation of the strategic plan of the organisation from 2021 to 2026.
- To co-create an implementation plan to maximise Sing Ireland's impact, reach and capacity.
- To ensure the board regularly reviews and agrees the purpose and core values of the organisation.
- To ensure decisions made advance the purpose and values of the organisation.
- To facilitate rich and considered thinking by the board and executive that is based in listening and enabling each person to contribute fully.
- To create a culture in which all of our directors can contribute equally and effectively, regardless of background or knowledge.
- To realise the significant organisational potential to scale Sing Ireland's work and reach and avail of opportunities.
- To ensure the board fulfils its duties and responsibilities for the proper governance of Sing Ireland.

**Working with:** CEO of Sing Ireland and Members of the Board

**Contract Type:** Non-executive, voluntary, 5 year term. Approximately one day per month with the ability to flex upwards if needed.

### Time commitment

- The time commitment is likely to be around one day per month.
- Board meetings are held 5/6 times a year.
- The Chair is expected to attend other meetings from time to time, usually in a planning context in advance of the Board meetings.
- The Chair may be expected to attend Sing Ireland events and meetings with key stakeholders such as the Arts Council of Ireland from time to time.
- As the line manager of the CEO, the Chair will remain in regular communication with him and be available to offer advice or guidance when needed.
- This is a voluntary position. Reasonable travel expenses will be paid.
- The role of Chair is offered with the intention of a five year term.

## **Responsibilities**

- To lead the Board of Sing Ireland so that the organisation's vision and mission are realised and that its objectives and activities are aligned with Sing Ireland values and beliefs.
- To provide effective strategic leadership and direction to the organisation.
- To lead the board, including chairing meetings.
- To create productive relationships with and among individual board members
- To promote good governance among fellow charity directors, including effective Director recruitment and succession planning.
- To provide support and oversight to the CEO.
- To be an advocate for Sing Ireland and act as a figure head or spokesperson where required.
- To develop key relationships with stakeholders including funders, national organisations and the community.
- To support the CEO to work on further development of the philanthropic and commercial side of Sing Ireland.
- To protect the future of Sing Ireland through its policies, risk management, accounting procedures, internal controls and systems – and that these are audited and reviewed within all regulatory and legal requirements.
- To appoint sub committees with the approval of the board and delegate functions as necessary, monitoring progress with the CEO.
- To ensure the Board has the appropriate skills and to govern Sing Ireland to the highest possible standard.
- To attend performances and events.

## **Personal Specification**

- Demonstrate a track record in leading and developing strategic direction in the role as Chairman.
- A facilitative outlook that enables deep thinking and generative conversations.
- A knowledge of the cultural sector and the arts in Ireland.
- An appreciation of the change that singing groups can affect in society.
- A significant record of achievement and extensive networks in the cultural sector or other related sector, which they are willing to use for the benefit of Sing Ireland.
- Excellent financial comprehension, with an appreciation of financial planning in the not for profit /cultural sector.
- Prior Board experience and skill at managing meetings.
- A significant record of achievement and extensive networks in the creative industries, which they are willing to use for the benefit of
- Understanding of Governance; compliance and control requirements; policy setting
- A strong commitment to equality and diversity.

## **Desirable Characteristics**

- Genuine interest and involvement in the arts sector in Ireland
- Strong interpersonal skills; ability to quickly gain Board and team confidence
- Decisive under pressure

- Strong communicator
- Resilient; able to deal with conflict if and when required
- Ability and willingness to devote the necessary time and effort to Sing Ireland

## Application Process

To apply for the role, please send an email to [chairperson@singireland.ie](mailto:chairperson@singireland.ie) with your CV and a brief outline of why you would like to apply for the position, with the email subject 'Chairperson Sing Ireland' to Sing Ireland by **Monday, 26<sup>th</sup> October, 2020 at 5pm**. A shortlist may be formed following receipt of applications.