

# Role description for a ... Group Chairman



Item Code FS330037 Date May/04 Edition no 1

**0845 300 1818**

**Title:** Group Chairman

**Outline:** To assist the Group Scout Leader in the effective operation of the Scout Group, by leading and supporting Group administrators in accordance with the Policy, Organisation and Rules of The Scout Association.

**Responsible for:** The Group Executive including the Group Secretary and Treasurer

**Responsible to:** As chairperson of the trustee body, the Group Executive, the Group Chairperson is responsible to the District Scout Council.

**Main Contacts:** Members of the Group Executive, District Chairman, Group Scout Leader, Group Scouters

**Appointment Requirements:** To understand and accept The Scout Association's policies, have a satisfactory CRB clearance and to complete the appropriate training modules.

"General" Main Tasks	"Specific" Tasks Agreed with the Group Scout Leader
• Chair the Scout Group Council	
• Chair the Scout Group Executive Committee	
• Work closely with and support the Scout Group Scout Leader maintaining effective communication	
• Work with the GSL to encourage development of Scouting within the Group and as part of the Community.	
• Ensure all members of the Group Executive are fully briefed on the requirements of their roles.	
• To ensure that the Group Executive Committee acts within the legislation acceptable to Charity Trustees.	
• Ensure annual general meeting takes place within 6 months of the end of the financial year	
• Maintain effective communication with the District Chairman	
• Be a full and active member of the Group Executive Committee.	
• Promote Scouting and be a liaison with outside bodies	

**The Scout Information Centre**

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