

# Midland Region Hockey Umpiring Association

## Chairperson - Terms of Reference

### **Responsibilities of the Chairperson:**

- Provide leadership to the Association as a whole and to the Executive Committee in particular.
- Responsible for liaising and building a successful relationship with England Hockey, MRHA Ltd., County HUA's within the Midland Region and other Regional HUA's.
- Acting responsibly as a figurehead for the Association.

### **Chairing the Executive Committee:**

- To Chair meetings of the Executive Committee, working closely with the Secretary to establish an agenda which is circulated in a timely manner.
- Ensure that work is appropriately delegated and distributed amongst the Executive Committee members, so that the Committee is empowered to deliver.
- Work with the Secretary to ensure that the Association's Constitution and Rules are up-to-date and relevant.
- Work closely with the Treasurer to ensure the health of the Association's financial position.
- Ensure all members of the Executive Committee are clear about their role and responsibilities, ensuring they deliver as promised.
- Provide clarity of reporting lines from Executive Committee members to volunteers across the membership who undertaken workstream activities.
- Ensure that each Executive Committee meeting is constructive and deals with issues that concern the Committee as a body.
- Work closely with the Chairs of the Selection and Coaching & Development Committees to ensure clear communication, at regular intervals.
- Lead the development of the Association's strategic direction (long-term outlook).
- Work closely with leads on the Executive Committee to develop and implement (1) the strategic plan (medium-term outlook) and (2) operational activities (day-to-day operations) of the Association.

### **Requirements:**

- Must have detailed working knowledge of the Executive Committee (ideally having worked as part of the Executive Committee at some point prior to taking up this position).
- Working knowledge of how selection, coaching and assessing function within the Association is desirable.
- Relevant umpiring and hockey experience.
- Excellent interpersonal skills, prioritisation of workload, communication skills.
- Experience of leading a team, stakeholder engagement and reputational awareness.
- Sufficient time to dedicated 10+ working hours a week to the effective running of the Association.