

## Bedfordshire ASA - Chairman Person Specification

The Chairman is to be a member of a Bedfordshire ASA club and Swim England.

Set out below are the key skills that ideally the Chairman should possess.

Key Skills	Desirable
To have a commercial understanding.	Commercial / business background.
Strong leadership skills and ability to motivate members of the Executive to form an effective and cohesive unit.	A knowledge of HR practices.
Previous experience of chairing a committee	Previous experience of chairing a 'high level' committee/board of a voluntary organisation
Ability to be impartial	
Well organised and able to delegate.	
Experience of establishing and working to strategic plans and objectives.	An understanding of Swim England rules and regulations including Wavepower etc.
Communicate effectively and confidently.	
Approachable and a good listener.	
Proven knowledge of the sport of swimming. In particular, understanding the key issues for clubs and the county, the relationships both between these partners and with the County.	Knowledge and understanding of the Swim England Club constitution.
IT, literacy and numeracy skills.	
Availability and willingness to attend meetings and deal with issues as and when required.	
Experience of people management and development.	

### Competencies:

1. Builds effective relationships
2. Supports and guides the Executive to make best use of their resources and capabilities.
3. Listens actively to all Executive members, ensuring that their views are heard before a conclusion is reached.
4. Solves problems creatively by, identifying the problem, evaluating the alternatives and finding innovative solutions. Where necessary, ensure the Executive receives external 'expert' advice.

