



Join us as our new Chair!

Are you a dynamic leader with a passion for social impact and health and wellbeing? Do you thrive in environments where your energy and vision can make a real difference to communities? If so, we would love to hear from you to chat about join our fantastic team as our new Chair!

Par Track Ltd is a forward-thinking charitable community benefit society, dedicated to developing practical services and facilities that encourage active, healthy lifestyles and a sense of community. Since we were established in 2017, we have developed a thriving community hub, loved and enjoyed by so many people. As we continue to grow and evolve, we are seeking an energetic advocate to lead our board of directors as Chairperson.

As our Chair, you will play a pivotal role in guiding the strategic direction of our thriving organisation. You will lead board meetings, foster collaboration among board members and the operational team, and represent our organisation to stakeholders and the public. This is a unique opportunity, which does come around often, to make a lasting impact and shape the future of Par Track, a much-loved space within our local community.

Key responsibilities include:

- Provide visionary leadership to our brilliant volunteer board of directors
- Champion our culture of community, collaboration and accountability
- Represent Par Track at public events and meetings
- Build and maintain strong relationships with key stakeholders including our partners, members and wider community

We are looking for someone with strong communication and interpersonal skills, a strategic thinker with the ability to drive change and inspire others. Previous experience as a Chair isn't essential – if you are as passionate about community and making a difference as we are then don't hesitate to get in touch!

In return we offer a supportive working environment that values collaboration and creativity for social and environmental impact. You will have the opportunity to work with a talented and dedicated team, the chance to make a meaningful impact to Par Track and our community.

If you like the sound of the above, please drop us an email info@partrack.org.uk by Monday 6th May 2024. You could be the driving force behind our future success!

Role profile: Chair, Par Track Limited



Overview:

The Chair of the Board of Directors is a voluntary and vital role that provides leadership, guidance and strategic direction to the Board of Directors. The Chair is an energetic advocate for Par Track Ltd working closely with the General Manager to ensure Par Track Ltd's long-term success and sustainability. There is no stipulation as to the term of the appointment however, in practice the appointment is deemed to last from one AGM to the following AGM meeting, or in the event of an appointment between AGMs, until the date of the next AGM.

Key responsibilities:

Leadership and Governance

- Promote a culture of integrity, transparency, and accountability within the board and across the organisation.
- Lead quarterly meetings of the Board of Directors, setting agendas, and facilitating discussions to ensure effective decision-making and oversight. To sign the approved minutes of the previous meeting. Where matters are brought to a vote, and the vote is evenly split among Directors, the Chair holds the casting vote.
- To chair the monthly meetings of the Operations Committee, in maintaining a review of the operations of Par Track Ltd, and in providing active support to the General Manager in the management of Par Track Ltd activities.
- To support the Secretary in the fulfilment of the reporting requirements of the Society, with the Financial Conduct Authority (Par Track Ltd's Registrar), and to support the Treasurer in the fulfilment of the Society's Financial reporting requirements, such as to HMRC.

Strategic direction

- Work collaboratively with board members to support leadership across strategic areas of Par Track Ltd business operations.
- Provide strategic guidance and support to the General Manager and to co-ordinate the Board's line management of the General Manager
- To ensure the strategic and day to day actions of Par Track Ltd are in keeping with the mission and ethos and stated objects of the governance of the Community Benefit Society.

Stakeholder relations

- To engage with Cornwall Council, the sports governing bodies, user groups, neighbours and other local stakeholders, to complement the efforts of the Board Members and General Manager as required.
- Address stakeholders' concerns and inquiries in a timely and transparent manner, maintaining open lines of communication

Board development and evaluation

- Oversee the recruitment, selection, and orientation of new board members, ensuring relevant skills and expertise are brought into team to meet business aims.
- Regularly evaluate the board's performance identifying areas for improvement

Risk management and compliance

- Assess and mitigate risks associated with the organisations business activities, financial performance, and reputation
- To co-ordinate Board responsibility for any grievance, disciplinary, or dispute resolution process that cannot be resolved by the General Manager for any reason, including that either the General Manager or Board members are involved.