

TrinityLearning Chair Role

The Chair has a strategic role in representing the vision and purpose of TrinityLearning. The Chair ensures that the trustees work together in the best interests of TrinityLearning. They ensure that there is full participation in meetings, all relevant matters are discussed and that effective decisions are made and carried out.

The Chair provides leadership to the trustees and ensures they fulfil their duties and responsibilities for the proper governance of TrinityLearning by:

- Planning meetings with the Education Development Officer (EDO) and running them in accordance with the governing document.
- Ensuring matters are dealt with in an orderly, efficient way.
- Bringing impartiality to meetings and decision making.
- Facilitating change and addressing conflict among the trustees.
- Reviewing governance performance and skills.
- Planning for recruitment and renewal of the trustees.

The Chair ensures TrinityLearning is managed effectively by:

- Liaising with the EDO to keep an overview of TrinityLearning's affairs.
- Coordinating the roles of the trustees to ensure responsibilities for particular aspects of management, (e.g., personnel matters, financial control etc) are met and specialist expertise is employed as required.
- Facilitating change and addressing any conflict within TrinityLearning, and working with the EDO to achieve this.

The Chair supports and, where appropriate, challenges the EDO in order to ensure the trustees work in partnership with the EDO and other TrinityLearning staff by:

- Directly line managing the EDO, and arranging regular meetings at a frequency to be agreed.
- Sitting on appointment and final appeal grievance panels, as appropriate.
- Ensuring staff are aware of trustees' appreciation of their successes and hard work.
- Ensuring performance evaluation processes are in place for the staff and that TrinityLearning invests in their development.
- Ensuring that trustees take part in some of the events organised by TrinityLearning, and have the chance to meet its staff, as well as opportunities to meet some of the beneficiaries of its services in schools.

The Chair represents TrinityLearning by effectively communicating its vision and purpose. They will advocate for, and represent TrinityLearning at, for example, external meetings and events. They will also be aware of current issues which might affect TrinityLearning.