

EMCC UK

Governor Member – Role Specification

Job Purpose

The Governor Members form a critical part of EMCC governance.

Governors provide a fundamental link to EMCC members, interacting with them on a constant basis to understand their perspectives, interests and priorities.

Governors act as a "guardian" of the constitution, ensuring the Executive operate the organisation in such a way that EMCC assets are used in the best interests of subscription members.

Governors meet regularly and their role is to support the Executive and hold them to account for strategic, ethical and financial delivery.

1. Key Responsibilities

1.1 Strategic Goal Delivery

Ensure the subscription member voice is heard and informs organisational strategy and delivery. Be vigilant and supportive in working with the Executive to ensure the strategy is delivered optimally.

1.2 Responsibilities

1.2.1 Engagement with Members and Other Organisations

- a) Actively engage with subscription members to understand the current and future needs.
- b) Actively contribute to the promotion of coaching, mentoring and coaching practice in the UK, taking an ambassadorial role.
- c) Link to networks, forums, special interest groups, and other volunteers to ensure the organisation has a two way dialogue.
- d) Feedback member views to fellow governors and to the Executive
- e) Support the Directors to ensure EMCC UK is inclusive and supports coaches and mentors from diverse backgrounds.
- f) Maintain regular contact with professional bodies/organisations outside mentoring and coaching, where appropriate
- g) Take an active role in promoting the Global Code of Ethics

1.2.2 Internal Relations: Working with the Board

- a) Attend governor meetings and interact with the President and Finance Manager and other directors as appropriate to ensure a good link between the two layers of governance.
- b) Attend the Annual General Meeting
- c) Sign off the Annual Accounts.



- d) Hold the Executive to account for delivery against agreed objectives.
- e) Support the Knowledge Exchange function in providing resources.
- f) The Governor members have the authority to remove Directors if felt necessary and in the best interests of the organisation.
- g) Support the EMCC UK Complaints process as required.

1.3 Key Relationships

There will be an important relationship with the Chair of Governor's and other fellow governors. Other relationships are with Directors, Network Chairs and Coordinators and the broader subscription membership.

1.4 Skill set

1.4.1 The following skills are essential to the role:

- a) Ideally experienced at Board level, preferably in the not for profit sector.
- b) Experienced and practising coach/mentor.
- c) Current EMCC UK member with at least three years of continuous membership
- d) Understanding of EMCC UK – its vision, purpose and strategy
- e) Ability to hold others to account in a robust, but compassionate way
- f) Ability to build effective relationships quickly, and operate as part of a team to deliver against objectives.
- g) Curiosity and good analytical skills
- h) Excellent strategic thinking skills
- i) Commitment to the further development and professionalisation of mentoring and coaching throughout the UK
- j) An understanding of and commitment to creating an inclusive culture within the GM group and throughout EMCC UK

In addition to skills, we would expect the highest levels of ethical behaviour and a commitment to work in a collegiate way, communicating with respect and ensuring fairness in terms of input into the Council of Governors.

Experience of working in a Membership organisation would be valuable.

2. Terms of Appointment

1.5 Requirements

- a) The EMCC UK Governor is a voluntary post. It is an elected role and therefore responsible to the EMCC UK membership.
- b) The role is home based and will involve occasional travel within the UK. It is anticipated that it will require 1 day per month.
- a) The appointment is normally for a period of three years, however, this can be extended to five years.