



Get Out More CIC  
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## Chair of the Board Vacancy

### Role Description

Get Out More is a social enterprise on a mission to help people engage with nature to feel better in mind and body. We are seeking a committed Chair of the Board who supports our mission and who can bring their skills, knowledge and experience and to help us grow and achieve our vision.

### About Get Out More

Get Out More believes we need nature, and nature needs us now more than ever. We are a social enterprise that exists to connect communities and nature so we can all grow healthier together. We run outdoor programmes, including forest schools, community engagement, wellbeing and training programmes, for people of all ages across Bradford and beyond. Using local woodlands and parks, we bring people together, to be active and feel good. Our programmes deliver impact, helping people feel closer to their community and proud of where they live and developing skills and confidence to help people access nature and take care of their local green spaces.

### Purpose of the Role

The social enterprise is led by a team of six non-executive Directors and a Board Advisor who bring their experience and skills to provide invaluable support to guide the organisation to success, including our strategic priority to secure new premises to enable the next stage of our development. The Board of Directors meet quarterly to review our strategic direction, measured against our key performance indicators. Directors also provide advice to the staff team according to their own expertise from their field of work or personal experience.

We require a Chair of the Board to lead both Get Out More CIC and the Board of Directors in achieving the organisation's vision, mission and strategic objectives and supporting and advising the Managing Director on the management of the organisation.

### Responsibilities: Board leadership

1. Plan the Board's annual schedule of meetings and agendas, in consultation with the Board Directors as appropriate
2. Coordinate with the Managing Director to ensure that the Board receives the appropriate quantity and quality of information in a timely manner to enable it to make informed decisions
3. Chair meetings of the Board and ensure that meetings are conducted efficiently and effectively
4. Call special meetings, if necessary



5. Facilitate full and candid Board discussions, ensure all directors express their views on key Board matters and assist the Board in achieving a consensus
6. Develop teamwork and a cohesive Board culture and facilitate formal and informal communication with and among directors
7. Help ensure that action items established by the Board are tracked and appropriate follow-up action is taken as necessary
8. Support the recruitment, retention and development of board members
9. The co-ordination and delivery of board away days and associated activities

### **Responsibilities: Management support**

1. Supporting and advising the Managing Director in her role delivering the agreed strategy of the organisation
2. Appropriately holding to account for these agreed objectives
3. Assisting with the decision-making process where appropriate
4. Commit to frequent meetings with the Managing Director to discuss management issues
5. Acting as the main liaison between the board and the organisation
6. Seeking further assurances on behalf of board members

### **Requirements**

Requirement	Detail
Experience	<ul style="list-style-type: none"> <li>• Prior experience in organisational leadership</li> <li>• Prior board experience and clear understanding of board responsibilities</li> </ul>
Skills	<ul style="list-style-type: none"> <li>• A clear understanding of the strategic, accountability, assurance and sustainability model of board leadership</li> <li>• An understanding of operational, commercial, financial and quality metrics and indicators</li> </ul>
Person specification	<ul style="list-style-type: none"> <li>• Considering the commitments of this role, Get Out More CIC have a preference to recruit a Chair with some time capacity.</li> <li>• Friendly, approachable, supportive but able to question and challenge when required.</li> <li>• An interest and commitment to Get Out More's vision and mission</li> </ul>

### **Meetings and time commitment**

- The board of directors meets at least four times a year (once per quarter). Meetings are held upstairs at the Brown Cow, Bingley or at the organisation's office in Keighley or online at 7:00 p.m. and typically last 120 minutes.
- Monthly / bi monthly face-to-face meetings with the Managing Director
- Monthly catch-up calls with the Managing Director (although open to ad-hoc requests)



### **Expectations of all board members:**

- Attend and participate in meetings on a regular basis, and special events as able.
- Be alert to community concerns that can be addressed by Get Out More CIC's mission, objectives, and programmes.
- Help communicate and promote Get Out More CIC's mission and programmes to the community.
- Become familiar with Get Out More CIC's finances, budget, and financial/resource needs.
- Understand the policies and procedures of Get Out More CIC.

The Chair of the Board is a non-remunerated post but reasonable expenses will be paid.

### **How to Apply**

If you would like to be considered to join the Get Out More Board, please email Managing Director Annie Berrington with a one page letter outlining why you would like to become the Chair of the Board, highlighting how your qualities, experience and skills fit the requirements of the role.

If you would like an informal chat about the role before submitting an expression of interest, please contact Annie on the contact details at the top of the letterhead.

Suitable applicants will be invited to meet the board and shadow a Board meeting before deciding if they intend to stand for the role of Chair. To secure the position, prospective Board Directors need to gain a nomination from an existing Director and secure a majority vote from the Board.

