

EXECUTIVE COMMITTEE GENERAL MEMBER – JOB DESCRIPTION & PERSON SPECIFICATION

1. Job Description

The post of Executive Committee General Member is an elected 3-year post. The purpose of the post is to act on behalf of the Board in supporting the management and corporate operation of the BAB. The duties and responsibilities include but are not necessarily limited to:

- Being a Trustee of the Board and acting at all times in accordance with the Board's Constitution
- Attending Executive and General Meetings of the Board
- Participating in the decision-making process of the Executive Committee, offering advice and support as appropriate
- Undertaking or assisting other Executive Committee Officers with one-off projects, as required, on behalf of the Board
- Representing the Board with outside organisations, as required.

2. Person Specification

The post holder should, ideally, have a background which encompasses and demonstrates:

- A positive commitment to promoting Aikido and the BAB
- An ability to work as part of a team
- Flexibility and willingness to assist in or manage one-off tasks, as required
- An ability to work as part of a management team
- An ability to represent a diversity of Aikido Associations, recognising their independence, but seeking to develop their commitment to a corporate approach to the development of Aikido in the UK.
- IT literacy (desirable)
- A knowledge of the art of Aikido