



The Fell Runners Association

Job Description: Chairman

Role	The FRA Chairman leads the FRA Executive Committee and is ultimately responsible for ensuring that the FRA champions, supports and governs fell running in England within the remit of its own Articles of Association and Principles of Fell Running.
Main purposes of the role	<ol style="list-style-type: none"> 1. To decide the strategic direction of the FRA, in conjunction with the Committee. 2. To provide strong leadership on the key issues of the day and offer support to all Committee members when necessary. 3. To determine the management of FRA Committee meetings. 4. To manage Committee members. 5. To oversee and approve membership of all FRA sub-committees. 6. To uphold the reputation of the FRA and the ethos of fell running.
Key tasks	<ol style="list-style-type: none"> 1. Ensure that all Committee members, but especially the Secretary and Treasurer, are discharging their duties adequately and correctly, especially with regard to legal obligations. 2. Run Committee meetings and the AGM, in conjunction with the Secretary. 3. Work with the Secretary to agree and approve agendas and minutes for meetings and in particular the AGM. 4. Review and approve all external and internal FRA documentation. 5. Review any public statements to be made by the FRA. 6. Chair the Disciplinary, Review and Appeals sub-committee (see separate documents). 7. Sit on the Safety, Equipment and Rules sub-committee. 8. Write the "Chairman's Corner" column in the Fellrunner and other articles from time to time for this and other internal and external publications, including the FRA Handbook. 9. Oversee the FRA's finances and give approval when necessary to the Treasurer for expenditure on single items in excess of £1,000 (alternatively, the Secretary may do this) and review the FRA's income streams including approval of (e.g.) membership fees, sponsorship and advertising agreements.
Required skills and facilities	<ol style="list-style-type: none"> 1. Outstanding leadership skills. 2. The ability to think logically, write coherently and manage meetings effectively. 3. The willingness to travel regularly to meet external parties of all kinds, for example race organisers, sponsors, UK Athletics representatives, etc. 4. An acute sense of fairness, especially with regard to disciplinary matters. 5. A lot of time – this is a hugely time-consuming role. 6. A passion for fell running and a fundamental understanding of the ethos of the sport.
Required liaison	<p>The Chairman is responsible for substantial internal and external liaison, including with:</p> <ol style="list-style-type: none"> 1. All Committee members on a regular basis, but particularly the Secretary and Treasurer. 2. FRA members, including day-to-day email correspondence. 3. External athletics bodies such as UK Athletics, England Athletics, MRAG etc. 4. Those responsible for organising the FRA 'Do'. 5. The media and any external agencies with whom the FRA communicates.