Dragons Official Supporters’ Club

Terms of Reference - Chairman

1. **Appointment**

1.1 - The Chairman (Chair) shall be initially appointed by the Dragons Official Supporters Club Committee, hereinafter referred to as the DOSC, and reviewed for re-election as per the DOSC Constitution.

2. **General**

2.1 - The Chair position shall be duly elected as per the requirements of the DOSC Constitution, and will remain responsible for ensuring the DOSC carries out its responsibilities effectively, independently of the Newport Gwent Dragons (NGD) senior management team and in the long term best interests of the Supporters.

2.2 - The Chair will act as the liaison between the DOSC committee and the NGD senior management team, and as the primary, but not sole, representative and spokesperson for the DOSC.

3. **Duties**

The Chair Shall:

3.1 - Lead and facilitate the DOSC Committee to ensure it delivers agains the DOSC Constitution and the requirements of the NGD Supporters.

3.2 - Schedule regular meetings of the DOSC Committee.

3.3 - Schedule regular engagement events with the NGD Supporters.

3.4 - Ensure the DOSC Committee Members are cognisant of their responsibilities, and ensure the Committee’s output remain aligned to the Committee’s objectives, and in accordance with the DOSC Constitution.

3.5 - Facilitate the regular communication of the findings, recommendations and observations of the DOSC and the wider supporter base to the NGD senior management team.

3.6 - Ensure, where necessary, DOSC representation is made available to the NGD senior management team to attend any required engagement activities.

3.7 - Sit as Chair on all DOSC Committee Meetings, engaging with the Secretary to define a pre-meeting Agenda, and any pre-briefing meeting requirements.

3.8 - Manage the DOSC Committee Meetings in an effective and efficient manner, ensuring all Committee Members are delivering on their obligations and responsibilities.

3.9 - Work to build Committee unity, consensus and solidarity.

3.10 - Evaluate the Committee’s effectiveness and implement improvement activities to the forum.

3.11 - Assist with the integration and mentoring of new Committee Members.

3.12 - Provide leadership to the Committee by demonstrating integrity and ethical leadership, by creating a climate of trust, cantor and openness and by championing proper and professional governance.

4. **Chairman**

4.1 - The DOSC committee Chair will be elected as per the DOSC Constitution.

4.2 - Will be qualified and experienced to serve on the DOSC Committee as per the requirements established in the DOSC Constitution.

5. **Resignation**

5.1 - The Chair is to provide the Committee with 28 days notice, in writing, of the intent to resign his/her position. Wherever practicable the outgoing Chair is to assist with the facilitation of the nomination of a new Chair as per the DOSC Constitution.