

## MLEP BOARD MEMBER

### DUTIES AND RESPONSIBILITIES

**Title:** Board Member and Director of Marches LEP Ltd.

**Accountable to:** LEP Chair

**Role Purpose:** To contribute to the development of the LEP as a company that is sustainable, provides government with the voice of business and plays an integral part in supporting economic development across the Marches.

#### **Main Duties &**

**Responsibilities:** As a Board Member, you will:

1. Be a director of a private limited company and be responsible, along with the other directors for overseeing the sound operating of the company.
2. Support the delivery of the vision, strategic objectives, targets, outputs and performance of the Marches Strategic Economic Plan and other key policies
3. Contribute knowledge, skills and experience to the Board's agenda, ensuring that key issues of strategy, economic and business planning, investment, delivery, compliance, and risk are addressed effectively and in a timely manner.
4. Attend Board meetings once every two months and general meetings, maintaining orderly conduct and making appropriate contribution. Strive to reach a consensus and complete any allocated actions.
5. Play a part in determining any appropriate sub-committees, to achieve full representation and effectiveness and contribute to such sub-committees as appropriate.
6. Take an ambassadorial role as required, publicly championing the aims of the Marches LEP, representing and promoting its aims at all appropriate levels including with key partners/stakeholders.
7. Work with senior business and political figures to achieve practical outcomes for the Marches LEP.
8. Ensure decisions are taken objectively and in the interests of the Partnership, accept joint responsibility for Board decisions.
9. Execute the responsibilities of the role according to lawful and ethical standards. Declare any personal, pecuniary or non-pecuniary interests.

## BOARD MEMBER PERSON SPECIFICATION

- Minimum of 5 years' experience of managing a successful business within the private sector
- Understanding of the public sector and previous experience of partnership working
- Known within the local business community and /or local voluntary & community sector
- Experience of working in the Marches and wider region
- Commercial acumen
- Ability to analyse and interpret information, reach conclusions and take appropriate action
  
- Awareness of Corporate Governance
  
- Resilience, diplomacy and influencing skills
  
- Gravitas and confidence in public coupled with interpersonal skills and well-developed communication skills
  
- Ability to reconcile different priorities and expectations from a range of organisations
  
- Able to ensure the delivery of the Vision and Mission of MLEP, upholding its values and standards of probity

### Personal characteristics

- High emotional intelligence
- Good communication skills
- Good thinking skills
- Deep understanding of the importance of impartiality
- Affiliation with the Marches area
- Ability to devote sufficient time to the Partnership's business

You should expect to spend approximately 1 day a month on a LEP business and be able to attend at least four board meetings a year.

The initial term of appointment is for 3 years and this can be extended a further term, so the maximum will be 6 years unless exceptional circumstances permit an additional year to be granted.

