



ADH Chairman Role Description

Role Title:	ADH Chairman	Reports to:	
Organisation:	The Association of Dress Historians (ADH)	Manages:	Executive Committee Members
Purpose of role:			
<p>The ADH Chairman is responsible for ensuring effective leadership and good governance of the ADH Executive Committee and organisation. The role will primarily focus on building and managing a cohesive ADH Executive Committee, creating clarity of purpose and considered decision making.</p>			
Role Expectations			
<p>The ADH Chairman will be expected to:</p> <ul style="list-style-type: none"> • Lead the ADH Executive Committee and organisation • Ensure the ADH Executive Committee and organisation understand and agree on ADH Constitutional objectives and purpose • Ensure decisions made and actioned advance the purpose of the ADH • Create productive relationships with and among individual Executive Committee members • Create constructive relationships with the ADH Executive Committee to enable the work of the organisation to be delivered • Create the right environment for a high performing and cohesive ADH Executive Committee • Steer the ADH Executive Committee in identifying key governance decisions to be made • Manage potential conflicts of interest to ensure probity is maintained and there is appropriate transparency • Act as an ADH spokesperson and figurehead as required • Ensure adequate support and supervision arrangements are made for Executive Committee members, Sub-Committee members, and volunteers • Attend ADH International Conferences and events (generally twice a year) and ADH Executive Committee meetings (three maximum a year) <p>Desirable skills:</p> <ul style="list-style-type: none"> • Previous experience in a charitable role • Demonstrable interest in the field of dress history • Ability to use Microsoft Office package 			

Desirable competencies:

- Capacity to lead and build a diverse team
- Excellent diplomacy and persuasive skills
- Good interpersonal and communication skills
- Capacity to collaborate to achieve desired goals
- Understanding and seeing the bigger picture
- Capacity to manage challenges with effective resolutions
- Ability to promote a fair, open, diverse, and inclusive organisational culture

Type and length of role

- This is a voluntary role on the ADH Executive Committee. It is a three-year tenure after which, the role will be put up for re-election.
- The Chairman may be asked to join an ADH Sub-Committee.
- This role is subject to a three-month review period to ensure expectations are met for both role holder and ADH Executive Committee.
- The role holder will need to devote required time to position and organisation. (This will be discussed with successful applicant prior to acceptance of role.)
- In the event that the role holder resigns, a by-election must be held and a new Chairman recruited before the current role holder can stand down.

To apply, please send a note of interest (maximum 200 words) which includes candidate's background, dress history interests, and suitability to the post to: chairman@dresshistorians.org.