



President

Job Description

Outline of Responsibilities

A time commitment of 4 Board meetings per year, these are usually hosted on a Saturday and take place in Perth. Regular meetings with the Chair and Chief Operating Officer. There may also be the opportunity to represent the SOA at events and meetings with key stakeholders.

The President is responsible for providing strategic leadership for the SOA by working with the Board and other management to establish and facilitate the execution of long-range goals, strategies, plans and policies. He or she will act as an ambassador and the public face of the SOA, together with the Board Chair and Chief Operating Officer.

Specific responsibilities:

- Uphold and deliver the charitable aims of the SOA
- Promote and administer the rules and policies of the SOA
- Take responsibility for the SOA's Equality and Diversity Policy and act as its Champion
- Fulfil an oversight role in the direction and management of the National Centre and SOA professional staff
- In collaboration with the Board and staff, develop and deliver the SOA Strategic and Annual Plan's objectives and metrics
- Contribute to the financial management of the SOA's affairs
- Ensure that annual reviews and funding bids are submitted appropriately
- Ensure SOA communicates with the wider audience through its website and other media
- Ensure that the SOA seeks the views of the membership and clubs and consider all views equally
- Liaise with British Orienteering and review their meeting Minutes and Committee activity regarding matters pertinent to the SOA
- Develop stakeholder liaison, especially with sportscotland, Event Scotland, the Scottish Sports Association, environmental bodies and land owners
- Represent the SOA on the Scottish Orienteering 6-Day Event Co, Ltd
- Present prizes and awards, including the President's Medal

Scottish Orienteering Association, www.scottish-orienteering.org

Registered in Scotland (No. SC334748), National Orienteering Centre,
Glenmore Lodge, Aviemore, PH22 1QZ

The Scottish Orienteering Association is a charitable body, registered in
Scotland, with registration number SC043563

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Person Specification:

Essential

- An in-depth knowledge and understanding of orienteering
- Experience of strategic or project planning and execution
- Ability to manage resources
- Excellent interpersonal skills

Desirable

- A knowledge and understanding of the work of a charity
- Experience in formulating policy, and developing and implementing new strategies and procedures.
- Ability to develop financial plans
- Communication, public relation, and presentation skills.
- Experience in the areas of fundraising, legal matters, HR or IT.

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