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## **Chair Responsibilities**

## Role

The position of Chair of Galway Sports Partnership is the person ultimately responsible for exercising control over the steering group.

Each steering group should have a chair whose duties include:

- Understanding and championing the purpose and objectives of GSP as laid out in its Constitution
- Leading the steering group
- Ensuring smooth running of steering group meetings
- Promoting good governance among fellow steering group members
- Acting as a figurehead or spokesperson where required

The Chair position will be a Galway City or Galway County Councilor and is elected by SG members

The Chair will serve in that position for a period agreed by SG and will serve in that position for a maximum of three (3) years

The Chair will work with GSP's lead officer, Sports Partnership Coordinator, to ensure appropriate and relevant agenda items are prepared and discussed at each meeting.

The Chair will ensure the roles and responsibilities of the Steering Group are adhered to by its members. They are as follows.

Each member of the Sports Partnership Steering Group will:

- Be fully prepared at every meeting to participate fully in the SG's joint deliberations
- Engage and support the collective decisions made, as a group, in the interests of the Steering Group and GSP's objectives
- Act with transparency, honesty and diligence in order to enhance the strength of governance of GSP
- Apply their experience and judgement on behalf of their representative body and the GSP SG
- Arrange and report back to the organisation / agency they represent through appropriate and agreed means
- Respect the confidentiality of the SG's deliberation and the sensitivity in which information may be shared
- In the event of an SG member being unable to attend a SG meeting, a substitute may be nominated by the SG member
- Member terms shall be five (5) years and members can serve a maximum of two (2) consecutive terms

There is no remuneration for this position but relevant expenses incurred on behalf of the partnership are eligible for reimbursement under all appropriate policies of both Galway County and Galway City councils.