

MEMBERSHIP COMMITTEE APPOINTMENT

Person Specification

DEPARTMENT BOARD **RESPONSIBLE TO:** Chairman of the Membership Committee, Society Chairman and Members of the Society

DATE: December 2018 **REMUNERATION** £2,300 per annum plus travel expenses

Expected up to 6 meetings per year.

| ATTRIBUTES | ESSENTIAL CRITERIA | DESIRABLE CRITERIA |
|-----------------------------|---|--|
| KNOWLEDGE | Good understanding of Society membership needs or similar member organisation | Essential |
| SKILLS and ABILITIES | <ul style="list-style-type: none"> • Good communication skills • Experience of communicating in public or in a committee environment ie High Court speaker, School Governor • Ability to socialise/liaise with wide variety of people • Computer skills – email usage • Sense of humour and approachability • Ability to project credibility and confidence | Essential Desirable Essential Essential Essential Essential |
| EXPERIENCE | Forestric history via involvement in Courts or in a similar mutual organisation i.e. Oddfellows | Experience within comparable organisations |
| QUALIFICATIONS | Member of the Society | Essential |

| | | |
|--------------------------------|--|-----------|
| ADDITIONAL REQUIREMENTS | Flexibility and commitment to attend meetings and ad hoc workshops etc. this may be evenings or weekends around the country. | Essential |
| | Current Driving licence and own transport | Desirable |
| EQUALITY | Candidates must demonstrate understanding of, acceptance and commitment to the principles underlying equal opportunities. | Desirable |
| MEMBER CARE and TCF | Knowledge and understanding of effective member care and Treating Customers Fairly. | Desirable |