



## **ROLE DESCRIPTION: The President**

The role of the President is to:

1. Be the principal public representative of Party Members,
2. Chair the meetings of, and ensure the proper functioning of, the Board,
3. Carry ultimate responsibility for fulfilling the duties of the Board,
4. Report on their activities, and those of the Board, to the Conference,
5. Ensure any working groups established by the Board are kept informed of any relevant decisions made by the Board or Committees,
6. Ensure the needs of diverse communities are considered and acted upon in all their work,
7. Work with the Executive Officers, Board members, elected representatives and party members in the best interests of the Party,
8. Act as a budget holder for the activities of the Board, and ensure compliance with any financial procedures put in place by the Finance and Resources Committee,
9. Be a representative of the Welsh Liberal Democrats on the Federal Board,
10. Discharge such other functions as the Conference or the Constitution shall allocate to them.

The responsibilities of the Welsh Party Board are:

1. Approving the Party's annual budget as proposed by the Finance & Resources Committee;
2. Ensuring the Party is compliant with all relevant legislation;
3. Maintaining the strategic overview and direction of the Party;
4. Appoint a line manager for any staff employed by the Party;
5. Deciding on the Party's staffing structure;
6. Developing the Party's messaging, in collaboration with the Campaigns and Communication Committee and the Policy Development Committee;
7. Ensuring all Committees fulfil their functions, including by exercising its powers of recall when necessary;
8. Making any political appointments to external bodies, with all appointments reported to Conference;
9. Ratifying the memberships of election campaign teams and manifesto working groups, following nominations from the relevant committees;
10. Ratifying the Party's election manifestos;
11. Ensuring that the needs of diverse communities are taken into account across the Party's activities; and
12. The discharge of such other functions as the Conference or the Constitution shall allocate to it.

The Federal Board's primary role is to provide a strategic direction for the Party, using the Leader's strategy as a base and scrutinising this where required. It is also responsible for updating that strategy where required, proposing any relevant updated or amendments to Conference. In providing this strategic direction, the Federal Board will also monitor the work of the other Federal Committees, to ensure these are all working in conjunction to achieve the Party's strategic aims, as voted on by Conference. Members will also have designated links to regions and to SAOs, and are expected to listen, talk and work with their link organisations.



**The skills that someone elected to this role may find useful include:  
(please note that this list is meant as a guide only)**

- **Excellent communication and interpersonal skills.**
- **Extensive understanding of how the Party functions at all levels.**
- **Experience in providing several key strategic functions for the party, for example in campaigning, people development, fundraising or policymaking.**
- **Experience of working at Board or Trustee level.**
- **Experience of creating a strategy for an organisation.**