



PRESIDENT - ROLE DESCRIPTION

1. Introduction

The Trustee's responsibilities and obligations are described in the statutes (*Estatutos*) and the document "Trustee - Role Description and Person Specification" [2015-2].

2. Principle responsibility

- The principle responsibility of the President of Samaritans in Spain (SiS) is to successfully ensure the proper and effective functioning of the Board of Trustees (BoT) and thus solving the tasks according to the statutes. The President must ensure an appropriate governance framework for SiS operations, and be the primary leading figure for SiS both internally and externally.
- The President is supported in his/her work by members of BoT who jointly own the five-year Strategic Plan from which the Annual Operating Plan is distilled.
- The President can delegate tasks and responsibilities, but under Spanish law the President has a number of legal responsibilities which cannot be devolved.
- The President together with BoT must ensure compliance with SiS 'statutes and financial probity.
- The President will be selected from within, and appointed by, BoT.

3. The President will:

- (i) Direct BoT as it sets the agenda for SiS.
- (ii) Represent the organisation to the community, the media, political, social and charitable organisations, funders and other supporters, and the Samaritan family worldwide.
- (iii) Within the authority delegated by BoT, develop the objectives and strategy of the organisation having regard to its responsibilities to the Volunteers of the organisation, those who use the services provided by it, and other stakeholders.

4. The role and main responsibilities of the President

- a) Chair the meetings of BoT, the General Assemblies and the Annual Meetings of the volunteers.
- b) Ensure appropriate reporting structure, which ensures BoT's possibility to follow the operations and make decisions on an informed basis.
- c) Establish an effective management structure to run SiS operations and lead the volunteers.
- d) Ensure an adequate controlsystem of the daily management of operations which shall implement procedures in accordance with established policies and guidelines and report to BoT.
- e) In consultation with the Trustees, set BoT agenda taking into account the issues and concerns of all Trustees.
- f) Set the style and tone of BoT discussions to promote effective decision-making and constructive debate and with sufficient time to consider critical issues.

- g) Facilitate the effective contribution of, and engagement by, all Trustees.
- h) Ensure the performance of BoT, its committees and individual members is evaluated annually and act on the results to address identified weaknesses. Where appropriate, in conjunction with the other Trustees, propose that new Trustees be appointed to the Trustee Board or seek the resignation of others.
- i) Provide coherent leadership of the organisation and uphold the highest standards of integrity and probity.
- j) Promote effective relationships and open communication among the Trustees, ensuring an appropriate balance of skills and personalities, and with BoT plan for succession in Trustee appointments.
- k) With the assistance of the Secretary, promote the highest standards of corporate governance. If full compliance is not possible, ensure that the reasons for non-compliance are fully understood, agreed by the Trustees and explained to the Volunteers of the organisation.
- l) With the assistance of the Treasurer ensure a practical and appropriate level of fiscal control and probity.
- m) Ensure the long-term sustainability of the organisation.

5. The Vice President

The Vice President is to deputise for the President according to the Statutes. Thus the Vice President will be the first choice Deputy for the President and chair BoT should the President not be present.

The President must ensure that the Vice President has the necessary and sufficient information to at any time be able to substitute for the President.

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