

Role-specific person specification

President

Role profile

The purpose of voluntary unpaid post of the President is to lead the Board of Trustees and ensure IChemE strategy and policy reflect its aim to be an Institution that is led by members, supporting members and serving society.

Main duties and responsibilities

During the time in office, the IChemE's President should:

- Represent the chemical engineering profession in the UK and internationally;
- Lead the Board of Trustees and build effective relationships with and between trustees, encouraging trust and respect; lead continuous improvement through trustee and board evaluations; act as mentor /advisor to the Chief Executive of the Institution;
- Chair Board of Trustee meetings; ensure all trustees are enabled and encouraged to play their full part in its activities; manage group dynamics and facilitate discussions towards consensus /collective decision making; guide discussions so that they are courteous, respectful and effective, whilst ensuring genuine disagreements are aired and resolved; ensure that decisions are properly understood and recorded.
- Set agenda and priorities for trustee meetings; ensure that relevant issues are placed on the agenda and that trustees have the necessary background information for their deliberations.
- Ensure that succession planning is actively discussed and processes are in place to ensure required balance of skills and experience is available at the board table.
- Oversee the long-term strategic development of the IChemE, in conjunction with the trustees, the Chief Executive and the senior leadership team.
- Engage with the IChemE's current, and potential, membership to seek their views on Institution matters and promote the strategy.
- Have primary responsibility for overseeing the performance of the Chief Executive and holding management to account.
- Work closely with the Immediate Past President and Deputy President to ensure presidential duties, responsibilities and engagements can be met.
- Engage at trustee level with other PEIs on matters of mutual interest.

Expected Commitment

In taking up this voluntary unpaid position and carrying out the relevant duties, the President is expected to:

- Be able to spend 5-7 days/month on IChemE business including attendance at other committees, ad hoc working groups, membership engagement and external discussions with partners and stakeholders, both within 'work time' and in evenings/weekends. In times of strategic project work the President may have to dedicate up to an additional 5 – 7 days per month for short periods.

This is in addition to 3 days/month as a trustee;

- In addition, there are numerous events which the President will be expected attend to represent the Institution.
- Travel internationally;
- The Immediate Past President and the Deputy President are there to support the President and their time commitment is likely to be 3-5 days/month in addition to the 3 days/month as trustees.

Person specification

To do this the President should meet all of the criteria of the ordinary Board of Trustees member and most, if not all, of the following criteria:

- Must be a Fellow of IChemE and a Chartered Chemical Engineer.
- A credible record of professional success in chemical engineering.
- Demonstrable experience of leadership in a complex and appropriately sized organisation (whether commercial, academic, or public body).
- Willingness to devote the time and energy to participating fully in the three years of the presidential term of office.
- A record of active membership in volunteering and supporting IChemE' s activities.
- Active contact with some of the industrial companies who employ chemical engineers.
- Active contact with some of the university departments which educate chemical engineers.
- Active network of relevant connections with the public sector, including governments.
- Skills to persuade, enthuse and drive competing stakeholders to mould a coherent view.

Good understanding of financial management and management accounting, the preparation of statutory accounts and financial reporting.