

Kennington Fund Raising Group Roles



Group chairperson

Main purpose of the role

- To lead the committee, ensuring the group is run in line with its constitution and according to the wishes of all members.
- The chair's responsibilities
- Chairs and facilitates meetings in a manner that encourages everyone to contribute
- Sets the date and agenda for meetings and keeps the discussion on track
- Delegates tasks to committee members
- Ensures decisions are implemented
- Liaises with the school about fundraising priorities
- Welcomes and motivates new volunteers
- Is a designated signatory on the PTA bank account
- Ensures the group is registered with regulatory bodies eg, the Charity Commission, and submits reports where necessary.

At the AGM

Writes the annual report

Suits people who are...

- Strong leaders
- Diplomatic and fair
- Enthusiastic
- Good delegators

Want to be our next group chair? The chair leads meetings and steers the committee towards its aims. Sitting in the driver's seat, you should be highly enthusiastic, full of bright ideas and demonstrate good leadership skills.