

South London Theatre
General Council – role descriptions
Deputy Chair

Being a member of the SLT General Council

All members of General Council (GC) become Directors and trustees of SLT. You can read more about what being a trustee means here, but in essence it's about looking after the interests of SLT and our members. We need to make sure we are behaving legally and responsibly, are using our resources effectively and are accountable for what we do. You will be part of the decision-making that makes that happen. We hold monthly GC meetings, our AGM and annual away day, that you will be expected to attend (although we're all allowed a holiday!). All members of GC will also be expected to promote equality, diversity and inclusion and good safeguarding practices.

Specific to the role – Deputy Chair

The main purpose of the role is to maintain oversight of training activities, for both youth and adults and volunteering activities. In addition, the Deputy Chair supports support and deputises for the Chair. The main responsibilities include:

1. To liaise with the Training and Youth Theatre Co-ordinator, providing guidance to ensure training matters for children, young persons and adults are developed and delivered under the direction of General Council and have oversight of provision.
2. To ensure effective communication with House Manager, Chair of the Members' Club, Social Secretary, Membership Director, Wardrobe, Publicity, Chair of BPT, Building Manager and others to bring holistic oversight of volunteering opportunities in support of SLT.
3. To act as a representative of SLT at internal and external events to promote SLT's aims.
4. To undertake or participate in other projects in the furtherance of SLT's aims
5. To undertake investigation into membership concerns where delegated by the Chair.

What skills do you need?

Having the confidence to manage meetings and different viewpoints or priorities is essential to this role. You need to be able to question and challenge others objectively and fairly, as well as making sure everyone has a chance to have their say in discussions. You need to understand things from different perspectives, whilst keeping a clear steer on what is best for the organisation as a whole. You'll need to be able to articulate ideas, opinions, rationales, and comments in a clear and concise manner to make sure everyone has a clear and consistent understanding of actions and interdependencies. Finally, as you'll work with the Chair on members' issues, empathy and understanding are important.