

# BEING A COMMITTEE MEMBER/ DIRECTOR

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In common with most community organisations and trusts UEDG has a small group of voluntary members who take forward the vision, managing and running the work. This is the Management Committee or Board of Directors. They make decisions at monthly meetings and help in the organisation's running, either in the form of practical work or overseeing the processes. Being a Committee Member or Board Director is a great way of contributing something to your community. It can be a lot of fun and very gratify as well

Skills and experience from all walks of life can be useful in being committee members. A broad range of different experiences in the committee helps ensure a healthy organisation that is clear about its aims and manages to work effectively towards achieving them. Being a good committee member can be very rewarding and sometime challenging; it requires a belief in the possibility of making positive improvements in our community. Many of these skills can be learned on the way and UEDG can provide training and support. Existing committee members help new ones to settle in.

Committee Members have to be able to:-

- Be regular in attendance and arrive on time.
- Be well prepared by for example having read and considered the minutes, agenda and relevant papers sent out before each meeting.
- Complete any action points they may have volunteered to do.
- Be able to contribute to discussions constructively.
- Be aware of the organisation's "goals" and bear them in mind in all discussions.
- Be supportive of other members of the committee, especially the Chairperson.
- Listen to all discussions and opinions during the meeting.
- Be in touch with the community by listening and informing.

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