

Role description and person specification

BGCP CIC Independent Elected Director



The independent director helps to provide strategic direction for the Partnership in line with the general responsibilities of the [overall board of the CIC](#).

They provide a voice and leadership for the wider membership network and represent the aspirations, views and work of Partnership members.

They also support the Partnership's executive team and other directors to strengthen the company and to ensure its activities deliver value to its members and to the city, and build productive relationships with other key stakeholders.

The elected director's term will run for two years from 1 March 2017, with an opportunity to put themselves forward for re-election for a further two years in 2019

They will join another elected director, who was appointed on 1 March 2016 and whose two-year term ends on 28 February 2018.

The role is not remunerated, though reasonable expenses will be reimbursed.

To ensure that they are independent and voice for the wider membership, nominees cannot be employees or directors representing the existing company members.

Responsibilities

The Bristol Green Capital Partnership is a Community Interest Company (CIC) and independent board directors will be expected to take on the normal responsibilities of a director of a CIC.

All Directors, including the independent board members, have equal voting rights in decision taken by the Board of Directors.

Directors of BGCP CIC have a responsibility to the success of the company, so nominees must demonstrate an ability and willingness to work collaboratively towards its vision and objectives.

While the successful candidate will be appointed as an independent director in an individual capacity, they should represent an organisation that is a [Partnership pledge member](#) and reside and/or work in the city or immediate region.

The independent director will be expected to:

- Contribute to strategic planning and objective-setting and other decision-making
- Maintain and build relationships with the membership and wider community of interest in environmental sustainability and encourage wider involvement
- Promote the Partnership and its importance to that community of interest and encourage involvement
- Identify, initiate and/or help pursue strategic partnerships and opportunities that will help to achieve the Partnership's vision
- Provide the executive team with guidance on around its on-going work
- Support and advise on the best structures and processes to support and work with the wider membership

Person Specification

- Enthusiasm for, commitment to, understanding of and involvement in Bristol's diverse environmental sustainability community
- Ability to link the Partnership's short- and medium-term activities with the long-term vision
- A strong commitment to inclusivity and diversity and willingness to help promote this through their role
- Excellent verbal and written communication skills
- Experience of cross-sector partnership working
- A creative thinking approach
- Confidence and ability to speak in public
- Flexibility, with an ability to attend two-monthly Directors' meetings (usually in central Bristol), monthly Green mingles (first Thursday evenings of each month) and partnership gatherings (quarterly, in the day time) and other occasional evening and very occasional weekend events

Desirable

- Experience of governance, leadership and management, e.g. serving on a board of directors or trustees or similar

2017 Election Timetable

Tue 24 Jan	Announce call out for self-nominations BGCP Pledge members notified via e-mail
Fri 3 Feb (midday)	Deadline for self-nomination forms to be received
Tue 7 Feb (midday)	Voting opens via online form (one member organisation, one vote) Named lead contact for each pledge member receives voting instructions
Fri 17 Feb (6pm)	Voting closes
Fri 24 Feb	New independent elected director announced on website
Wed 1 Mar	Term of new director officially starts
Thu 2 Mar	Elected director introduced at the Green Mingle at The Kitchen @ The Station (from 5pm)

Self-Nomination Form

Please fill in all fields and return this form to contact@bristolgreencapital.org by midday on **Friday 3 February 2017**.

The organisation listed below should be registered as a pledge member of BGCP prior to Tuesday 2 February 2017. For any queries, please get in touch with us using the e-mail address above.

The statement provided should briefly summarise the nominee's priorities and demonstrate their ability and willingness to work towards the success of the company.

These statements will be published on the BGCP website and circulated to the membership

Name of Applicant
Pledge member organisation & Position/s held
Contact details (phone & e-mail)
Statement (300 word limit)

Please note that by participating in the election process, you agree to the following:

- *Information provided in the self-nomination form (excluding contact details) will be published on the website at www.bristolgreencapital.org and will be directly communicated to the BGCP membership as part of the election process*
- *In the interests of transparency, full results of the election for all candidates will be published*
- *If the statement provided is over the 300-word limit, only the first 300 words will be published*
- *In the unlikely event that only one nomination is received, an option to re-open nominations will be included in the online ballot*