

## Coastal BID Chairman - information

*The following notes may assist those considering taking on the role of Coastal BID Board Chair.*

### Background

The current BID Chairman (Des Simmons) is standing down after 18 months as Chair of the original Steering Group and nearly 2½ years as Chair of the Coastal BID Board.

The BID manager, who has been in post for a similar period, retires at the end of June 2015. It is planned to make a new appointment early in February 2015, with a start date of 1 June 2015.

The Coastal BID was voted through on 13 April 2012 for a five year term. It has a mandate to operate from 1 July 2012 through to 30 June 2017. It will need to go for a re-ballot in 2016/17.

It is expected that the new BID Chair person will fulfill this role for a minimum of 2 years in order to guide the BID through a successful ballot and into its second term. The consultation, campaign and ballot will require additional time and commitment. You will need to be able to represent the BID to the cross-section of eligible businesses.

### Responsibilities

- Provide leadership for the Coastal BID Board, working with the BID Manager to ensure that the BID Business Plan is delivered in a professional, transparent and cost effective manner
- Chair the monthly Coastal BID Board meetings
- Member of the Coastal BID Executive Committee - meets at least monthly
- Spokesperson for the Coastal BID, alongside the BID Manager
- Line Manager (for operational and day-to-day matters) to the Coastal BID Manager
- Represent the BIDs at town meetings such as the Bournemouth Tourism Management Board (BTMB)
- Chair the Annual General Meeting of the Bournemouth Coastal BID Company
- Cheque signatory and internet bank authorisation for payments over £2500
- Create and oversee the implementation of the annual BID Strategy and Action Plan with the Executive Team (Chair, Vice-Chair (as applicable), BID Manager and Executive Directors).

The post is a voluntary, unpaid role.

### Key attributes

- Someone who commands respect, as an authoritative figure
- Strong communication skills, while being both tactful and diplomatic
- Ability to quickly establish good working relationships at all levels
- Positive, friendly, out-going manner
- Experience of dealing with the media and press.
- Good delivery when speaking in public
- Ability to effectively present a business case to key stakeholders

### Process

- Nominations are requested for the December Board meeting (10 December).
- Candidates will be asked to provide a CV and written statement in advance of the January Board meeting (20 January) at which they will be invited to make a short presentation.