

The Role of the Chairman

Overview

The role of chair is never an easy one, but it can be an extremely rewarding one too if you have the skills and confidence to chair the board with confidence and authority. This course will help you gain confidence in your own skills and provide the board with the leadership that it needs to be effective.

Objectives

This workshop will equip participants with the understanding to:

- assess the scope of a Chairman's responsibilities in a range of board situations
- recognize the role and purpose of the board, its responsibilities and duties
- lead, and chair a board effectively
- plan and run good board meetings, getting the best from individual directors
- evaluate their own strengths and development actions as Chairmen.

Duration

One day, commencing at 10.00am and ending at 4.00pm.

Indicative Programme

Welcome & introductions	Introductions, objectives and programme
The roles of the chairman	Organisational; co-ordinating; leadership & executive roles
Board level leadership	Case study analysis. The principles of results-orientated leadership at a strategic level. Articulating the vision; securing decisions; focusing activity; monitoring progress.
Chairing the board	Planning and running effective board meetings; Syndicate task.
Getting the best from each director	Understanding the mindset of different directors and how best to deal with them in terms of gaining decisions, influencing and interpersonal communication.
Decision-making	Group decision-making processes, their strengths and weaknesses. Group task.
Developing the board	Assessing and improving board effectiveness; identifying key board relationships.
The skills and competences of an effective chairman	Self-assessment exercise: identifying the skills and characteristics, which will bring competence in the role.
Action Planning	Individually identifying and documenting the relevant improvement actions.