

## **Role of Vice-Chair of Rochford Community Safety Partnership**

### **Role Description**

- To support the Chair and act in his/hers absence, be prepared to lead with authority on key issues. Act on behalf of the Partnership where the view of the Partnership is required seek the views of as many members of the Partnership as possible where timescales dictate act on behalf of the Partnership decisions when the Chair is not present.
- To deputise in the Chair's absence and Chair the Steering Group and Reference Group in an impartial and inclusive manner. Ensuring that its business is conducted properly and the principles of equal opportunities and valuing diversity are applied.
- To represent and promote the Partnership at meetings, events and conferences and from time to time make presentations on behalf of the Partnership
- In the absence of the Chair, to attend and represent the Partnership at Safer Essex meetings
- When not acting as Vice-Chair of the Partnership, he/she will act as representative of their sector and perform that role as agreed with their sector. When acting as Chair, he/she must act impartially representing the interests of the Partnership as a whole.
- Term of office will initially be for 12 months and then subject to a re-election process in accordance with the Terms of Reference.