

Position Statement



Lions Green Canopy Environment Project Chairperson

Responsibilities

The occupant of this position will be responsible to the Global Service Team National Coordinator for the:

- Coordination of all aspects of the administration and finances of Lions Green Canopy Environmental Project.
- Promotion of the Lions Green Canopy Environmental Project through relevant District Chairpersons.
- As a member of the Lions Green Canopy Environmental Project Committee to promote tree planting and environmental initiatives.
- The achievement of the Convention objectives relating to the Lions Green Canopy Environmental Project and the development with the Committee, of a strategic plan.
- Monitoring the extent to which performance targets of the Lions Green Canopy Environmental Project, as documented in the strategic plan, have been met.

Duties

- Ensure all aspects of the Lions Green Canopy Environmental Project are administered according to the policy and procedure of the Multiple District.
- Deliver the objectives as documented in the Terms of Reference.
- Prepare a report for each Council meeting demonstrating progress towards the objectives.
- Convene meetings of the Lions Green Canopy Environmental Project.
- Prepare the annual budget request with the GST National Coordinator and submit this to the National Treasurer.

PERSON PROFILE

The Lions Green Canopy Environmental Project Chairperson should possess the following experience, skills and personal attributes.

Experience

- A comprehensive knowledge of the structure and operations of Lions Clubs with MD201.
- Experience in delivering community-based projects, particularly within the environmental sector
- A passion for the project goals and for the central theme of creating a green canopy throughout communities through the efforts of Lions.
- Experience in managing complex partnerships between agencies and groups.

Revision No.	1.0	Relates to:	Human Resources
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Skills

- Excellent organisational skills.
- The Chairperson will be responsible for reporting to the Council and Convention and requires excellent report-writing skills.
- Human Resource management.
- Project Management
- Ability to prepare and deliver public presentations to promote the program.

Personal Attributes

- Recognised leadership qualities with a high personal integrity.
- Self-motivated and organized person.
- Ability to work as part of a team.
- A personality that will foster and maintain harmony within the committee.

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