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## British Mountaineering Council: Volunteer Role description

### Constituency Councillor for BMC Club Members

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**Are you passionate about the representing the interests of BMC affiliated club members? Do you want to volunteer for the BMC to share your knowledge and experience whilst working with some great people?**

**The BMC is looking for a volunteer with energy, commitment and great communication skills to be the Constituency Councillor for Club Members. This is an exciting time for the BMC as it continues to expand the voice of its members throughout the organisation and this role offers the chance to give something back and be at the forefront of improving grassroots representation.**

You would sit on the Members' Council (the Council) and help the Council to deliver its objectives. You would have specific responsibility to represent the interests of **members** of BMC affiliated clubs, to complement the work of the local area club representatives who represent the clubs themselves. This position was created in 2021 and the successful applicant will need to spend an initial period working with other experienced Councillors and liaising with the BMC Office and the Clubs Committee to further define and execute the role. It is expected that you would have to make extensive use of social media and virtual meetings for these interactions, and experience in these areas is essential.

This is a non-executive, voluntary role. Travel, accommodation and food will be reimbursed as per the BMC Volunteer expenses policy. In line with our Equality & Diversity Policy, the BMC is keen to achieve a more diverse Council and encourages applications from under-represented groups. The BMC cannot function without volunteers and the commitment from Council members is recognised with 20% discount at Cotswold, other beneficial deals, and invitations to social events.

- **Start Date:** 19<sup>th</sup> May 2022.
- **Tenure:** Three years, with the possibility of a further three years.
- **Volunteer Time Commitment:** It is recognised that many volunteers have limited free time and the full extent of the commitment is up to the individual volunteer. As a minimum they should make every effort to:
  - Attend Council meetings: There are four main meetings per year, usually on a Saturday, which last all day. As a general rule two of these meetings are virtual and two in person. Each main meeting has two additional virtual sub-meetings to plan and discuss progress. Each meeting lasts two hours and is usually on a Tuesday evening. There may occasionally be additional virtual meetings for example where an agenda item needs a more in-depth discussion, or for any urgent issues that occur in between meetings.
  - Attend Clubs Committee meetings (typically four times per year)
  - Engage face to face with members of affiliated clubs at least once a quarter
  - Keep abreast of regular electronic communications and paperwork, and social media as appropriate
  - Liaise with relevant Specialist Committees / staff / other key parties as required to carry out the role.

As with many volunteer roles, there is always the opportunity to get further involved. For example, Councillors may also take on extra responsibilities such as membership of one of the Specialist Committees or ad hoc task and finish groups, or becoming a Council representative on the Board of Directors.

- **Requirements:** Must be both a voting member of the BMC, and a member of a BMC affiliated club, of at least 12 months' standing at the time of appointment
- **Closing date: Friday April 1<sup>st</sup> 2022**

## Background

Up until the 2021 AGM, Members' views were represented at National and Board level via the National Council. Councillors included representatives and observers from different BMC areas, specialist committees, staff and partner organisations. Whilst effective in many areas, the structure did not allow all members an equal voice. In 2021, the BMC restructured the National Council into the Members' Council, a body with over 40 Councillors and six new roles to ensure that the views of specific groups of members would be better represented. The new roles comprise: two Constituency Councillors, one to represent members of BMC affiliated clubs and the other for BMC members who are enrolled in Mountain Training; four Nationally Elected Councillors (NEC), with one each to represent members participating in the core activities of rock climbing, mountaineering, hill walking and indoor climbing.

## Role description

**All Councillors are first and foremost members of Council and are expected to work collectively to achieve the Council's objectives, in line with and in support of the BMC's strategy.** The general responsibilities to achieve this are given in, 'A Brief Introduction to the BMC Members' Council'. The successful candidate will work with other experienced Council members and BMC staff to develop this new role into a fully functional position. After development, it is expected that the Constituency Councillor for BMC Club Members will have the following specific responsibilities:

- Represent the constituency of club members on Council in addition to undertaking the general duties and responsibilities of a councillor (described in "A Brief Introduction to Members' Council")
- Serve as a member of the Clubs Committee, which is led by the Clubs' Chair and delivers work aligned with the BMC Clubs Strategy
- Regularly engage with local area Club Coordinators, National and Student Club Representatives and other BMC volunteers to understand the needs and opinions of BMC affiliated clubs and their members
- Proactively engage with their constituency of club members to promote the role and encourage dialogue through all appropriate channels of communication. This could include:
  - Using digital tools to increase engagement of affiliated club-members with the BMC
  - Developing an understanding of the needs and opinions of affiliated club members
  - Reaching out to current and prospective members of clubs that wish to affiliate to the BMC
  - Providing a presence at area meetings, club events and other activities as needed
- In consultation with Council, influence the development of BMC strategy and delivery of strategic objectives, including improvement of membership engagement, on behalf of the constituency of club members, liaising with BMC Directors, Councillors, staff & volunteers.
- Support the Clubs Committee in delivery of the BMC's Clubs Strategy, ensuring that the needs of club members are fully considered.
- Proactively engage with the wider hillwalking, climbing and mountaineering community to understand their views and concerns, and to help promote the BMC to potential new members.

## Skills & personal qualities

- Creative individual prepared to experiment, discover and learn from experience in order to both develop this role and facilitate wider improvement in the BMC's interactions with members.
- Active BMC affiliated club member with an awareness of current issues facing club members in the UK.
- Experience of, or able to demonstrate understanding of, acting as an advocate for a constituency of members

- Experience in the use of different communication platforms, including social media and online meeting platforms and other digital engagement tools.
- Team player with the ability to network & engage effectively with the full spectrum of current and potential club members, BMC staff and volunteers.

### **Appointment**

This is an elected position, voted for by the BMC membership. Election and appointment of the successful candidate will be at the AGM on Wednesday 18<sup>th</sup> May 2022 and will officially start their role on 19<sup>th</sup> May 2022.

### **To apply, please:**

- 1) Write a 500-word statement about your interest, relevant experience and motivation for the role
- 2) Complete the appropriate Nomination Form for the volunteer role you wish to apply for.
- 3) Attach both the statement and completed Nomination Form to a covering email and email your application to [agm@thebmc.co.uk](mailto:agm@thebmc.co.uk).

Your application will be acknowledged within 2 business days of receipt. If you have any questions about the application process itself, or would like more information about what the role entails, please also contact [agm@thebmc.co.uk](mailto:agm@thebmc.co.uk) with your query.

### **Audio presentation**

Since the 2022 BMC AGM will be virtual as a result of Covid-19, all voting will take place electronically. While your application is being validated for correct membership details, you will be contacted by a BMC volunteer to ask you to record a short audio presentation to both introduce yourself and answer some pre-recorded Q&A (max 15 mins, though may be shorter depending on the number of applicants). Further details will be provided after 1<sup>st</sup> April 2022.

The audio recording and your 500-word statement will be uploaded to the BMC website by 29<sup>th</sup> April. It will also be advertised on the BMC FaceBook page, Twitter feed and other relevant social media to ensure the widest possible reach to BMC members ahead of voting at the AGM.

**Selection will be by election at the BMC AGM on the evening of Wednesday 18<sup>th</sup> May 2022, which will be held online. You should aim to be free to attend this meeting.**

**Closing date is Friday 1<sup>st</sup> April 2022**