



Girlguiding Northamptonshire Role Descriptions 2017

Chair of Programme and Events

AIM: To ensure the County delivers a wide and varied programme of events and residential to suit all age groups and needs, by managing all advisers and coordinators on the team.

- ✚ Adhere to Girlguiding policies, re: Finance, Risk Assessment.
- ✚ Lead County Programme and Events meetings.
- ✚ Lead P&E team to deliver events and advice to all of our members.
- ✚ Attend County Exec and give report to ensure all Trustees (Division Commissioners) are aware of any programme changes and events.

Expenses incurred as part of your role, e.g. mileage, stationery etc can be claimed from County using the GGN procedure and the County Expense form