

Voluntary Action-**Leeds**

Job Description – Deputy Chair

Stringer House, 34 Lupton Street, Hunslet, Leeds LS10 2QW

- Title:** Deputy Chairperson of Trustee Board
- Term of Office:** 3 years (?)
- Location:** Stringer House
- Purpose:** To act for the Chairperson in her/his absence, ensuring that VA-L runs legally and is provide with firm strategic direction.

General Responsibilities/Additional Duties:

These mirror the responsibilities and duties laid out in the job description for the Chairperson – i.e. the Deputy Chairperson would assume any/all of these either in the absence of the Chair or as delegated by the Chair.

Person Specification:

Again, this mirrors the requirements for the position of Chairperson as laid out in that Job Description.

Deputy Chairperson job description adopted by the Trustee Board of Voluntary Action–Leeds on 13/08/02..