

BIMHN Role Description – Chair of Meetings (Voluntary Role)



Bristol Independent Mental Health Network (BIMHN) is a mental health user led group campaigning to improve mental health services in the City of Bristol.

As chair, your core responsibilities would include:

- Facilitating the voices of members to be heard in meetings.
- Facilitating the voting and decision making functions of the group during meetings.
- Chairing BIMHN's monthly business meeting.
- Supporting the development of the group and its elected committee.
- Provide support to other elected officer roles with following correct governance processes
- Be a source of support for members and officers where appropriate.
- Supporting others to represent BIMHN and ensure the members representing the group feedback to others.
- Working to ensure a collective voice is heard and the group works according to its principles and objectives.
- Take on other tasks as reasonably requested by the committee/membership.

Note: This will be a non-executive role that does not carry a vote in monthly business meetings and/or committee meetings unless there is a tie in the vote count on a matter in question.

You would also be expected to adhere to the “**Expectations of Officers & Representatives of IMHN/BIMHN**”.