

CHAIR ROLE AND FUNCTION

JOB DESCRIPTION

Position: CHAIR OF THE BOARD

Position Overview: The Chair of the Board of New Zealand Hockey shall be confirmed and authorised at the first board meeting following each Annual General Meeting. The role is responsible for leading the NZHF and its Board.

Main Objectives:

1. To ensure all matters of policy are properly determined by the Board
2. To ensure the governance role of the board and the management functions of the CEO and staff are properly separated.
3. To ensure that monitoring and accountability are provided for

Key Tasks

Desired Outcomes

- | | |
|---|--|
| 1. Establish agenda for meetings | All Hockey and Board member issues are addressed |
| 2. Chair meetings | Effective and efficient meetings |
| 3. Main interface between Board and Management | Clear lines of communication established |
| 4. Ensure participation and involvement of all Board members | Board members are well informed and effective |
| 5. Representing the Federation internationally along with the Chief Executive | NZHF valued as a FIH member |
| 6. Facilitate a Board assessment evaluation annually | Effective and efficient board members |
| 7. Mentor and monitor the CEO. | Efficient and effective CEO. |
| 8. Responsible for the appraisal, evaluation and (in consultation with the Remuneration Committee) remuneration of the CEO. | Annual appraisal of the CEO (July).
Employment agreement updated annually (July). |
| 9. Ensure the CEO is the spokesperson for Hockey NZ. | Delegated spokesperson for Hockey NZ. |