



The Royal Scottish Pipe Band Association

Music Board

Job Description – Music Board Convenor

Roles and Responsibilities:

This position, a nominated Member of the Music Board, requires the incumbent, in addition to Branch Representative's Roles and Responsibilities, to chair, lead and direct the Music Board in its business and activities. To represent the Music Board at National Council, Executive Committee, Chair the Music Board / Adjudicators Liaison Meetings and be Principal Director of the Academy of Musicianship.

In particular the role will cover:

- Chair Music Board Meetings
- Manage/provision of Budget Activity to National Council.
- Manage the Business Activity ensuring changes to and compliance of the Association's Constitution & Rules and the Music Boards Procedures and Processes in relation to Educational and Musical matters.
- Attend National Council / Executive and represent and communicate the Music Board's business and conclusions.
- Manage the business of the liaison activity relating to adjudication.
- Manage the Business of the Academy of Musicianship
- Represent the Music Board at the Association's AGM / EGM meetings.

Competency Requirement:

- A strong knowledge of the Association, in relation to the Board's business is fundamental. Strong educational background (Theory and Practical – PDQB Pipe Band Studies Level 2 or RSPBA Advanced Certificate or equivalent are recommended).
- Leadership, articulation and presentation skills are all beneficial in delivery of this role.
- IT skills associated with Web usage, and Microsoft or similar tools.

Approved Music Board: **4th October 2008.**

Approved National Council: **7th February 2009.**

