

# Job Description for Chairs of National Park Authorities

## National Park Purposes

Each National Park exists to conserve the natural beauty, wildlife, and cultural heritage of its area, to promote wide public understanding and enjoyment of them and, with others, to seek to foster the economic and social well being of communities in the Park.

## Purpose of the Role

1. To champion the purposes of the National Park and provide dynamic and effective, strategic leadership in partnership with members, the Chief Executive<sup>1</sup> in the achievement of the Authority's statutory duties and relevant targets.
2. To monitor performance and offer guidance and support to Members to ensure the good public standing of the Authority is upheld and also to promote the professional development of Members so that they can carry out their role effectively.

## Key Functions

- To chair meetings of the Authority and ensure that standing orders and good practice are complied with at all Authority meetings.
- To represent the Authority at a national, regional and local level in its relations with key stakeholders and communities.
- To represent the Authority's views as necessary to the press and media, and play an ambassadorial role in promoting positive relationships with external parties and organisations.'
- Working with members and the Chief Executive to ensure that the Authority's actions, decisions and use of resources are consistent with the purposes of designation and the legal responsibilities of the Authority.
- To act as a link between the Authority and the relevant Minister, national agencies and the other National Park Authorities. Reporting, liaising and representing the Authority to government and working with other national park authorities to influence national and regional policy.

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<sup>1</sup> National Park Officer in some parks and Chief Executive in others.

- In accordance with the Authority's members Performance Assessment Framework to assess members' performance as appropriate and report to the Secretary of State<sup>2</sup> and appointing authorities accordingly.
- To be a member of the selection panel which makes recommendations to the Minister on the appointment of new "national" members to the Authority.
- To develop and maintain an effective working relationship with the Chief Executive providing support and guidance as necessary and acting as a bridge between members and officers.
- To monitor the welfare and performance of the Chief Executive and ensure there is an effective appraisal and development process in place.
- To foster the working relationship with all other UK National Parks and promote the interests of UK National Parks through the Association of National Park Authorities/English National Park Authorities Association and Europarc.

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<sup>2</sup> There is a requirement to assess the performance of Secretary of State appointees on an annual basis. The DEFRA Review suggests that a performance system should be developed for all members – initially as a minimum appointing bodies will be informed of the attendance record of the members.

Chairs of Authorities are not appraised but are subject to annual election by all members. As the peer-review model is developed a member appraisal of the Chair's performance may be developed.