

The Responsibilities of the Committee Member

- To attend meetings whenever possible.
- To send in apologies if you can't attend.
- To support and respect the Chair of the meeting.
- To take part in the meeting.
- To listen as well as speak.
- To recognise that not everyone will agree with you and not to take a disagreement personally.
- To behave properly to others, especially those who may be less able to understand what is going on.
- To put forward grievances inside and not outside the meeting.
- To maintain confidences.
- To do what you said you would do between meetings.
- To enjoy what you are doing and not to turn it into a chore.
- To promote the Association outside.
- To try and involve more people.