

The SDF is looking to recruit a Regional Chair (from November 2020)

The role of **Regional Co-Chair in the Easter Region Forum** is vacant. To ensure continuity in activities in the regional network, we would like to seek a replacement, to join the current available Regional Co-Chair, Amanda Giles.

The tenure of the role is for a three-year period.

This is an exciting opportunity for the successful applicant to work with like-minded colleagues to help shape the strategic direction of the SDF Regional Network. Additionally, they will gain valuable experience of working to create development activities for the regional network members.

The Regional Chair will be expected to attend SDF Regional meetings, SDF Council Meetings and the National Conference.

Duties of the Regional Co-Chair

The primary duty is leading a networking provision for the region, so the main duties are:

- Organising local networking events and meetings – including speaker and activities, venues/online portal.
- Communicating within the local Region, passing on key information from SDF. Managing JISC mail on behalf of the region.
- Supporting members within the region – coaching and mentoring, informally in the main but formally where required.
- Looking for opportunities to expand and develop projects within the region of benefit to members and Higher Education as a whole.

Additional SDF Council specific duties are:

- Chair three SDF regional meetings a year and ad hoc meetings as required.
- Liaise with SDF members of the Executive, Council and Administrators in order to progress the SDF's strategies and business plan targets.
- Represent the SDF regional network at SDF national events.
- Lead the development and delivery of all CPD activity inc. SDF Events and others.
- Liaise with the Communications Officer and Web Developer for the update of the SDF regional network on the SDF website if necessary.

Application

If you would like to express your interest in this role please confirm this in writing (email) to **A.Viva@sdf.ac.uk**

Applicants are required to prepare a 250 word summary outlining why they are interested and what they can bring to the role. **Closing date Monday 23rd November 2020.**

If we do receive multiple self-nominations, then it may be necessary to conduct an election to determine the new post-holder.

If you would like further information about the role or the work of the SDF Regional Chair, then please do not hesitate to contact the SDF Chair for R.Espinoza@sdf.ac.uk region for further information.