JOB TITLE: HONORARY SOLICITOR

JOB SUMMARY

Provide expert advice to members of the Management Board and National Council on 41 Club matters.

RESPONSIBLE TO

National Council
Limited Company Board Officers
Management Board

DIRECT REPORTS

None

RESPONSIBILITIES AND DUTIES

- Advise the Board and National Council on interpretation of 41 Club Rules and policies.
- Provide advice on 41 Club procedure when properly called upon.
- Attend and provide advice at the Association's Annual General Meeting and any Special General meeting that may be convened.
- To advise the Board and National Council on contracts to be entered into by the Association where appropriate.
- Apply confidentiality about the Association's business.
- To provide advice on potential conflicts of interest in relation to members of the Board or National Council, including any benefits a member of the Board/National Council might receive from a transaction that the Association makes.

The Honorary Solicitor is a member of National Council but does not have a vote on National Council matters.

PERSON SPECIFICATION

Skills and Knowledge

- An Officer of the Supreme Court

- Good interpersonal and communication skills.
- Ability to listen
- A good working knowledge of the practices and procedures of 41 Club
- A good working knowledge of the rules and policies of the Association.