



1. Chairperson

Role:

The chairperson's primary role is to ensure that the Branch Committee is effective in its task of setting and implementing the IAIAsa's direction and strategy at a branch level.

Duties:

- Provide leadership and direction to the Gauteng Branch;
- Promote the objectives and principles of IAIAsa as per the constitution;
- Ensure that the Gauteng Branch Committee implements task as per IAIAsa strategy and as directed by IAIAsa NEC;
- The interface between the NEC, MANCOM and the Gauteng Branch Committee and provide ongoing feedback;
- Attend NEC meetings and teleconferences and give feedback to Gauteng Branch Committee;
- Manage regular Branch Committee meetings;
- Facilitate the assignment of portfolios to the Branch Committee members;
- Ensure that the Branch Committee members are executing their duties as per their roles;
- Ensure regular member events are held that are of value to the members in the region (minimum of 4 a year);
- Provide Operations Manager with up-to-date details of Branch Committee Members within 4 weeks following Strat Plan for uploading to the Gauteng Branch webpage;
- Elicit comment from Branch members as required from the NEC on pertinent matters; and
- Hold Branch Committee elections prior to the end of the financial year.