

**Committee Member – voluntary role**

**Position term:**

Minimum of two years service preferred.

**Criteria for being considered:**

An active Member of the Association – from either the Agent or the Venue sector according to the role. Committed to its objectives and prepared to address the interests of all members as a body, and of individual members as the need arises.

**Objective**

To support and assist the Committee Chair in developing the area of Association for which the Committee exists.

To achieve Committee objectives and aims agreed for each year of chairmanship.

**Scope & responsibilities**

- To support and action Committee objectives in line with the overall HBAA objectives and those of the current Association Chair
- To be attend/participate in Committee meetings - both face to face and conference calls ( approx. 4 times per year), thereby contributing to the strategy of the Association
- To carry out agreed tasks as part of Committee's actions
- To take Minutes of meetings/conference calls if required
- To attend and support other HBAA events such as Members Meetings, the Forum, AGM and Annual Dinner.