



Chair – Women In Tourism

About Women in Tourism (WIT)

WIT was created in 2015 by a group of passionate women from all levels and backgrounds, and the Board believe it is important that the founding ethos of the organisation continues. WIT was established formally in 2017 with the vision to support, motivate and encourage women into positions of leadership within Scottish tourism, and the Board have created a supportive environment for members to network and discuss the opportunities and challenges of working within the industry.

The year-round work of WIT is led by its Chair and Board of Directors, with no Executive Team or staff underpinning the activity. As such, the successful applicant needs to recognise that a level of participation is required, and this is not purely a prestige role.

The opportunity: The Founder & Chair of WIT is stepping down after nearly a decade in the role, and the Board Directors now seek a new Chair to lead WIT into its next phase of development. This is an exciting opportunity for a passionate and ambitious leader to drive the future of the organisation.

Objective: The Chair will hold the Board to account for the organisation's vision and objectives, providing inclusive leadership and ensuring that each Director fulfils their responsibilities for the effective governance of the organisation.

Remuneration: The role of Chair is not accompanied by any financial remuneration, although expenses for travel may be claimed

Time commitment: 4 Board meetings per year. The Chair is also expected to have regular meetings with individual members of the Board to drive year-round activity, and represent the organisation at various events and meetings with key stakeholders.

Key responsibilities:

- Lead on developing the long-term strategy for WIT inline with its founding principles to motivate, encourage and support women into positions of leadership in the Scottish tourism industry
- Provide leadership to the organisation and its Board of Directors to ensure maximum impact and benefit for its members
- Chair Board meetings efficiently, bringing impartiality and objectivity to the decision-making process
- Support the Board in the creation of a new membership strategy to recruit and retain members
- Lead discussions on future year-round WIT activity, including an events plan, content-creation, communications and brand positioning
- Engage with key stakeholders throughout the year to ensure WIT is positioned as a leadership organisation and members are represented

- Attend events and conferences on behalf of WIT to represent the organisation and network with peers
- Support the Treasurer in financial reporting and the filing of annual accounts with Companies House
- Support the Secretary in ensuring the work of WIT and Board meetings are accurately reported and documented
- Act as a spokesperson for WIT when appropriate, and be in a position to challenge other organisations on how they're supporting women in tourism

The above list is indicative only and not exhaustive.

What are we looking for in a candidate?

This role would suit an individual who recognises the challenges and opportunities for women within the Scottish tourism sector. They should be in a position to speak on behalf of members and advocate for change where needed to ensure the organisation delivers on its vision and values. Personal qualities include:

- Currently working within the Scottish tourism sector with a strong understanding of the challenges and opportunities facing women in the industry
- Time and resource to give to WIT to lead on the responsibilities outlined above
- An understanding of Board governance and organisational responsibilities would be advantageous
- Ability to foster and promote a collaborative team environment
- Strong interpersonal and relationship building abilities and to be comfortable in an ambassadorial role
- Be able to demonstrate tact and diplomacy with an ability to listen and engage effectively
- Someone who is ambitious and can drive the future of WIT