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| Text  Description automatically generated with medium confidence | Guild Director Role Description |

# Summary

Under the leadership of the Chair of the Guild, Guild Directors are responsible for delivering activities to the benefit of Guild individual and corporate members and promoting the benefits of joining to potential new members. Directors champion the Guild’s objectives, which are currently:

* To promote excellence in beer, cider, and pub communications.
* To support beer and cider communicators in their professional and skills development.
* To help educate, inform, and inspire people about beer, cider, and pubs.
* The Guild is formed as a non-political body to pursue these aims.

Directors ensure all Guild activities are performed in-line with the Guild’s Articles of Association. Directors will be listed as a Director of the Guild of Beer Writers Limited.

The role of a Guild Director is voluntary.

# Role Activities

* A Director will agree the tasks and responsibilities within the Board and report and update the Chair on a regular basis. These responsibilities could fall within the following categories:
  + Individual and/or Corporate Membership coordination
  + Training
  + Events
  + Annual Awards and Dinner
  + Marketing and Communications
  + Legal and Regulatory
* Participate in General and Board meetings.
  + Attend meetings.
  + Provide updates to the Chair and Board on your agreed area of responsibility.
  + Ensure agreed actions are delivered.
* Encourage member feedback to help define activities undertaken by the Board.
* Encourage member participation in Guild activities.
* Provide support to other members of the Board.

*The Guild Secretary will provide administrative support to the Board of Directors, as required.*

# Skills Needed

* Leadership
* Strategic Thinking
* Decision Making
* Communication
* Interpersonal
* Integrity and Ethics
* Organisational
* Financial Literacy
* Diversity and Inclusion
* Risk Management
* Industry Expertise

# Expenses

Guild Directors are reimbursed for expenses incurred whilst performing Guild activities, such as travel, accommodation, and refreshments.

# Being a Company Director

The Companies Act 2006 sets out seven key duties that directors of UK companies must follow. These duties are:

1. Duty to act within powers: Directors must act in accordance with the company's constitution and only exercise their powers for the purposes for which they are conferred.
2. Duty to promote the success of the company: Directors must act in a way that they consider, in good faith, would be most likely to promote the success of the company. This includes considering the long-term consequences of their decisions, the impact on the environment, and the company's reputation.
3. Duty to exercise independent judgement: Directors must exercise independent judgement and not be swayed by the opinions or instructions of others.
4. Duty to exercise reasonable care, skill, and diligence: Directors must exercise the same level of care, skill and diligence that would be expected of a reasonably diligent person with the general knowledge, skill and experience that may reasonably be expected of someone carrying out their functions.
5. Duty to avoid conflicts of interest: Directors must avoid situations where their personal interest conflicts with the interests of the company, or where they have the potential to do so.
6. Duty not to accept benefits from third parties: Directors must not accept benefits from third parties that are conferred because of their position as a director unless the acceptance of the benefit cannot reasonably be regarded as likely to give rise to a conflict of interest.
7. Duty to declare interest in proposed transaction or arrangement: Directors must declare any interest they have in a proposed transaction or arrangement with the company and take no part in any decision-making relating to that transaction or arrangement.

These duties are designed to ensure that directors act in the best interests of the company and avoid any conflicts of interest.