

Role profile: Chair of Council

Service: Council

Reports to: IOSH Membership

Role overview

The Chair of Council leads IOSH Council in representing members' views to the Board of Trustees on strategic and policy matters affecting the Institution, its membership, and the occupational safety and health profession.

They guide Council's work, chair meetings, and ensure effective governance, constructive debate, and strong member representation. The Chair also provides strategic oversight of information from the Board of Trustees, assuring that decisions align with the best interests of IOSH and its members. Working collaboratively with the Board, the Chair acts as a key link between Council and organisational leadership, fostering a culture of openness, respect, and continuous improvement.

They ensure Council fulfils its purpose of supporting and challenging IOSH in achieving its vision of a safe and healthy world of work.

Role responsibilities

- Provide strategic leadership to Council, ensuring it offers robust advice and guidance to the Board of Trustees on strategy, policy, the Institution's objects, and matters affecting members and the wider profession.
- Act as the primary conduit for member views, ensuring that the collective voice of the membership is clearly and accurately represented to the Board of Trustees.
- Oversee Council's scrutiny of information and evidence provided by the Board of Trustees, ensuring that Council is able to assess whether the Board is acting in the best interests of the Institution and its members.
- Lead Council in considering and approving Regulations made by the Board of Trustees, ensuring clarity, due process, and alignment with the Institution's governance framework.
- Oversee the development and approval of Rules relating specifically to the appointment of Council members and the Presidential Team, ensuring transparency and fairness.
- Lead and coordinate Council's role in appointing Trustees to the Board, and preside over the ratification of the appointment of the Chair of the Board of Trustees.
- Oversee the nomination of members of the Presidential Team, ensuring Council provides effective stewardship and supports the impact of the Officers of the Institution.
- Evaluate the effectiveness of Council, including its relationship with the Board of Trustees and its engagement and representation of the membership, and lead improvements where required.
- Lead Council's consideration of resolutions and proposed amendments to the Charter and Byelaws before their submission to a General Meeting.
- Ensure the effective conduct of Council business, including scrutinising papers, guiding deliberations, maintaining focus on key issues, and fostering constructive challenge and high-quality debate.
- Uphold collective responsibility, ensuring that all Council members, including the Chair, support and do not publicly dissent from Council decisions once taken, irrespective of personal voting positions.
- Work closely and in partnership with the IOSH Governance and other IOSH Teams

Because this is a dual role, please also refer to the President-Elect role profile, which outlines the additional responsibilities for this part of the role.

Eligibility

- meet the requirements as set out in the President-Elect role profile's eligibility.
- be compliant with CPD requirements, up to date with membership subscription and not in financial arrears.
- be willing to accept collective responsibility.
- be an exemplar of IOSH's shared values.

Person requirements

- A reputation for total integrity, honest and professionalism.
- Willingness to accept collective responsibility.
- Compliant with CPD requirements throughout the term of office (if applicable as an IOSH member).
- An understanding of Conflicts of Interests while carrying out the duties of a Council member.
- Commitment to the Institution. Good interpersonal and communication skills.
- A willingness to network with, listen to and obtain the views of IOSH members.
- A willingness to use e-mail, organisational social media platforms and video technology (supported by training if necessary).
- A willingness to devote the necessary time and effort to fulfil the duties of the role of Chair of Council.
- A sound understanding of intercultural differences and equality and diversity.

Skills and abilities

- Exceptional communication skills, with the ability to convey complex information clearly and confidently in both written and verbal formats.
- Strong presentation abilities, adept at delivering concise, compelling messages to a wide range of audiences.
- Extensive experience chairing and facilitating meetings, ensuring balanced participation, effective decision-making, and adherence to governance standards.
- Highly organised, with strong prioritisation and time management skills, able to oversee multiple governance commitments simultaneously.
- Demonstrates professionalism, discretion, and diplomacy, particularly when navigating sensitive, high-profile, or contentious matters.
- Constructive and supportive in giving feedback, fostering a culture of continuous improvement and respectful collaboration.
- Digitally confident, proficient in the use of IT systems, videoconferencing platforms, social media, and other digital tools essential for modern governance communications.
- Adaptable and resilient, able to step in at short notice, respond to emerging challenges, and quickly acquire new knowledge or context when required.



Ethical standards and behaviour

- All IOSH members must adhere to the **Code of Conduct**, which sets out the behaviour and ethical standards for our members, ensuring that all members uphold the values of honesty, competence, respect and responsibility.
- Council members are also required to follow good practice standards that reflect the seven core principles of good governance, and must consistently strive to act in line with these principles at all times:

1. Fairness – You should act in a manner that promotes IOSH and the OSH agenda. You should not use your position as a volunteer in order to gain financial or other material benefits for yourself, your family, or your friends.

2. Integrity – You should not place yourself under any financial or other obligation to outside individuals or organisations that might seek to influence you in the performance of your official duties.

3. Objectivity – In carrying out IOSH business, including reviewing recommendations for contract award, recommending individuals for rewards, or reviewing an individual's application for chartered or other status you should make choices and recommendations based on merit.

4. Accountability – You are accountable for your actions to the membership and should act for the greater good of the Institution.

5. Openness vs confidentiality – You should be as open as possible about all the recommendations you make and actions you take, but you should respect at all times the need for confidentiality, particularly in relation to information with a financial or commercial aspect. If you receive confidential information, do not disclose it. If you are unsure whether the information you have is confidential, please ask your IOSH Contact before taking any further action.

6. Risk Management – You have a duty to declare any interests relating to your volunteering role and to take steps to resolve or declare any conflicts arising in a way that protects yourself and the institution from reputational or other risk. You should refer to the **Conflicts of Interest Policy** document for further information.

7. Responsibility – You are responsible for promoting and supporting these principles by leadership and example, and should always consider how you are representing IOSH

Knowledge of IOSH

Understanding of:

- the current IOSH Strategy (Activate 2028) and the charitable objects.
- the environment and market in which IOSH operates, and the membership structure.
- the role, responsibilities and remit of Council and its place within the governance structure at IOSH.

IOSH Values

- One IOSH
- Integrity
- Excellence
- Flexibility