

CILIPS President and Vice-President roles

This role spans a 2-year commitment to CILIPS, with an optional third year sitting as immediate Past-President.

Year 1: Vice President

Year 2: President.

The President works in partnership with CILIPS staff in striving to implement the aims and objectives of the organisation as set out in the annual business plan. The President will be a personal member of CILIP and able to provide a visible and supportive presence for CILIPS members.

Duties and responsibilities of the Vice-President and President role:

The Vice-President

- Serves as member, ex officio, (non-voting) of the Board (4-6 meetings each year)
- Selects a thematic focus for their Presidential year and the CILIPS Annual Conference in keeping with CILIPS's wider strategic aims;
- Serves as a member of the Annual Conference planning team to plan the format, speakers and programme to fit with the presidential theme;
- Represents CILIPS at meetings, conferences and other events;
- Acts as deputy for the President when they are unavailable.

The President

- Serves as a member, ex officio, (non-voting) of the Board;
- Promotes CILIPS's priorities and key messages;
- Supports the work of CILIPS Branches and Groups through 'Meet the President' and other events, and use such events to generate enthusiasm and support among members for CILIPS;
- Work commitments allowing, to represent CILIPS at meetings, conferences and other events including the joint Irish Conference (April), CILIP CYMRU Conference (May) and CILIP Conference (July);
- Hosts the CILIPS Annual Conference and Autumn Gathering events including presentation of the CILIPS student awards and honorary membership and hosting of the conference dinner;
- Drafts an introduction to the Annual Conference printed programme

- Present Immediate Past President with the Past President's medal.

Person Specification

In addition to the qualities needed by Trustees, the President should possess the following:

- Current membership of CILIP;
- Enthusiasm for the role;
- Strong interest in advocating for the profession;
- Experience or understanding of committee work;
- Excellent 'people' skills;
- Ability to devote time to the role

Staff Support for the Presidency

CILIPS staff work with the office of President to ensure that they receive adequate information, background, preparation and training to facilitate work and activities. Specifically, CILIPS staff:

- Prepare scripts and schedules for events and conferences;
- Advise on policy and practice;
- Assist with duties, programmes and actions.

Alternative Formats

If you would like any of the above information in an alternative format, please contact us by email at admin@cilips.org.uk, [by telephone via these numbers](#), or via [Contact Scotland BSL](#). This service supports British Sign Language (BSL) users to contact CILIP Scotland via an online BSL/English interpreter.



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