



RESPONSIBILITIES OF THE AYM VICE CHAIR

The AYM Vice Chair is elected annually at the AYM's AGM.

The Vice Chair is responsible for supporting the AYM Chair in their work, deputising for them in their absence. Those responsibilities include:

- Development of the AYM's Strategic Plan, ensuring it complies with the AYM's agreed aims,
- Development and annual review of the AYM's '*Where We Stand*' statements,
- Developing the AYM Delivery Plan and monitoring activity against this at each Executive Board meeting to ensure completion of all activities,
- Acting as the AYM lead officer in:
 - Promoting the work of the AYM with national partners and external organisations, including the media,
 - Engaging with national partners to identify/lobby for required/potential improvements for practice,
 - Delivering presentations to stakeholders or interested parties on the work and benefits of AYM activity.
- Ensuring all regional representative and portfolio lead roles of the AYM Executive Board are filled,
- Together with the AYM Secretary, agreeing the agenda of each board meeting and approving the resultant minutes,
- Effective chairing of Executive Board meetings, enabling full participation of all members,
- Providing at least quarterly an introduction (*'From the Chair'*) for the AYM Bulletin, as well as any articles promoting the AYM as identified by the chair, or the Executive Board,