



The Royal Scottish Pipe Band Association

1. ROLE IDENTIFICATION	Role Title	Music Board Representative
<p>2. ROLE PURPOSE</p> <p>The Articles of Association of the RSPBA place an onus on the Association to:-</p> <ul style="list-style-type: none"> i) create and maintain a bond of fellowship with all pipe band personnel ii) devise and operate a proper system of pipe band contest rules iii) organise and operate all the major pipe band championships held within the United Kingdom. <p>This post is established by article 2.17 subject to approval of the Board of Directors.</p> <p>The Music Board shall be responsible to the Board of Directors for all matters (and complaints) pertaining to Music, Grading, Competition Format, Dress and Deportment of Band Members.</p>		
<p>3. ORGANISATIONAL POSITION</p> <div style="text-align: center;"> <p>Board of Directors</p> <p>↑</p> <p>MB Convener</p> <p>↑</p> <p><i>MB Representative</i></p> </div>		
<p>4. SCOPE AND RANGE</p> <p>Reporting to the MB Convener, the key objectives of the role are:-</p> <ul style="list-style-type: none"> • Attend meetings of the Music Board. • Represent the views of the RSPBA membership within a Branch. • Act as an expert resource in relation to the Bands within a Branch 		



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5. MAIN DUTIES/RESPONSIBILITIES

- Support the aims of the Association.
- Represent the views of the RSPBA membership within a Branch.
- Attend meetings of the Music Board and action assigned items recorded in the minutes of these meetings;
- Develop effective mechanisms for liaising with Music Board colleagues.
- Report Back to the Branch Music Board business, seeking support (positive and negative) on initiatives being progressed.
- Act as an expert resource in relation to the bands within in a Branch.
- Attend the Liaison Group Meetings as maybe required on specialist subject matter with the Adjudicators Panel Management Board, based on knowledge of the agenda items tabled.
- Have regard to the rules on Registration, Band Membership, Contests while looking at competition format and adjudication requirements.
- Promote initiatives such as the World Solo Drumming Competition.
- Support the Music Board when elected by (colleagues) in the roles of :-
 - Administrator (Minutes Secretary)
 - Gradings Group Music Board Member
 - Tunes Group Music Board Member

6. COMMUNICATIONS AND RELATIONSHIPS

- Promote learning and personal development throughout the Association
- Liaise with and support members of the Music Board (and standing committies of the Association) in carrying out their individual responsibilities.
- Present good written and oral communication skills

7. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO CARRY OUT ROLE

- Have an RSPBA / PDQB Certificate.
- Have the backing of the branch

8. SYSTEMS AND EQUIPMENT

Bag Pipes/Snare, Bass and Tenor Drums (Pipe Band Instruments)
Computer
Written Reports
Email



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9. DEMANDS OF THE ROLE

Physical Demands:

Travel outside the conventional Monday to Friday 9 to 5 working pattern.
Attendance of Meetings and associated travel.
Noise Risks associated with the instruments used in a Pipe Band.

Mental Demands:

Flexible work pattern associated with an active volunteer can be expected.
Issues arising from MB Meetings and sub group activity are manageable and will require a methodical approach to planning and time management.

10. DECISIONS AND JUDGEMENTS

Must be a good team and individual player, be able to identify a problem and offer solutions (calling on others in the Music Board / Association as needed) to progress to a resolution or hand off to the appropriate department.

11. MOST CHALLENGING/DIFFICULT PARTS OF THE ROLE

Communication and collaboration, working to tight deadlines for delivery of assigned tasks.

12. DURATION

The Post holders shall serve for a period to be agreed by their Branch subject to approval by the BoD of no longer than three years. But can be re-elected by the Branch for further periods of 3 years at the discretion of the Branch bands.

13. ROLE DESCRIPTION AGREEMENT

A separate role description will need to be signed off by each post holder to whom the role description applies.

Post Duration in Years

3 Years

Post Review Date

Date March 20xx

Role Holder's Signature:

Date:

CEO???? Signature:

Date:



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Person Specification

POST REF NO:

ROLE TITLE: RSPBA Music Board Representative

CRITERIA	ESSENTIAL	DESIRABLE	METHOD OF EVALUATION
EXPERIENCE:	Have experience within a Pipe Band Environment.		
QUALIFICATIONS:	Hold an RSPBA / PDQB Certificate	Qualified to at least SCQF 6 in piping or drumming or equivalent.	
KNOWLEDGE & SKILLS:	A piper or drummer with knowledge of the capabilities of the Bands within the Branch they represent.	A piper or drummer of outstanding achievement and ability within a pipe band	
	Have an interest in representing the branch and contributing to RSPBA national initiatives		
PERSONAL QUALITIES:	Must be supported by the Branch. Good interpersonal communication skills		
OTHER: (eg Ability to Travel)	Must be able to travel. Be able to attend Meetings in Glasgow and other locations as required	Have access to a car	