

Role Specification

Independent Chair

Role Map

Through your position on the Pension Board; review the decisions and actions of the Scheme Manager in relation to the governance, operation and management of the Merseyside Pension Fund, in order to ensure compliance with all relevant legislation and any requirements of the Pension Regulator.

Main Duties and Responsibilities

As the Chair you will be expected to:

- Commit to undertake the role for a period of 4 years
- Have capacity to attend at least four Local Pension Board meetings per year.
- Ensure the Board delivers its purpose as set out in the Boards Term of reference.
- Ensure that meetings are productive and effective and that opportunity is provided for the views of all Board members to be expressed and considered
- Seek to reach consensus and ensure decisions are properly put to a vote
- Scrutinise local pension board papers, lead discussions and provide advice and guidance to the Board
- Liaise with the Scheme Manager on the requirements of the Board including budgeting and meeting dates
- Write reports required by the Scheme Manager on the performance of the Board and related matters

PERSON SPECIFICATION: Independent chair

FACTORS	ESSENTIAL	DESIRABLE	MEASURED BY
KNOWLEDGE/SKILLS, ABILITIES AND/OR EXPERIENCE			
<p>Knowledge</p> <ul style="list-style-type: none"> • Knowledge / understanding of the pension Industry 	✓		I
<p>Leadership</p> <ul style="list-style-type: none"> • Ability to represent the views of the LGPS members/employers to the Pension Board where relevant • Ability to reach consensus and ensure that decisions are properly put to vote when that cannot be reached 	✓		I
<p>Organisational skills</p> <ul style="list-style-type: none"> • The ability and confidence to deal with all matters before the Pension Board in an independent and even handed way free from bias and without regard for the political consequences 	✓		I
<p>Team working and relationship building</p> <ul style="list-style-type: none"> • The ability to establish effective working relationships with other members of the Pension Board and supporting officers 	✓		I
<p>Communications</p> <ul style="list-style-type: none"> • Excellent listening and questioning skills • Good communication skills with the confidence to speak and write effectively and clearly • Computer literate 	✓		I
<p>Other Requirements</p> <ul style="list-style-type: none"> • A personal commitment to high standards of probity, propriety and governance • Willingness to train <p>I = Interview</p>	✓		I