

BRITISH ASSOCIATION FOR COUNSELLING AND PSYCHOTHERAPY  
(BACP)

**COACHING DIVISION (BACPC)**

**DEPUTY CHAIR ROLE DESCRIPTION**

**BACPC Mission**

*Promoting ethical, effective and professional coaching that enhances the well being and potential of individuals and organisations.*

**Role Purpose**

To support the Chair of BACP Coaching in leading, developing, guiding, and growing the BACP Coaching Division so that it fulfils its mission and objectives as laid out in the Terms of Reference and Strategic Business and Operational Plan.

The Deputy Chair will fulfill another key role within the Division, such as Executive Specialist or Link Lead. The role is for a period of 3 years.

**Accountability**

The Deputy Chair of BACP Coaching Division (BACPC) is accountable to the Chair of the Division, and through them, the Chair of BACP and Board of Governors.

**Method of Appointment**

BACP Coaching members will be invited to nominate a candidate (s) (who must also be Coaching Division members) for the role of Deputy Chair. Where there is more than 1 candidate an invitation to take part in a ballot will be sent out to all coaching division members informing them that ballot papers are available to download from the BACP Coaching website and must be completed, signed and returned by a closing date. The successful applicant will be notified shortly afterwards and the results communicated to members.

**Key Responsibilities**

- To deputise for the Chair in their absence.
- To undertake assignments at the request of the Chair.
- To promote the values of BACP Coaching and ensure all dealings with members and stakeholders reflect these values.
- Represent BACP Coaching internally and externally in a professional manner consistent with the BACP Ethical Framework, acting in the best interests of BACP at all times.