**Advisory Board Member Role Description**

**Reports to: Advisory Board Chair**

**Position Overview**

An Advisory Board Member provides advice and expertise to support RDA UK in achieving the organisations objectives. This is a non-executive voluntary role focused on offering advisory support (rather than governance or operational management). The advice offered will be specific to the remit of the relevant Advisory Board (Equine Welfare, Member Group Quality and Standards or Activities Advisory Board).

**Key Responsibilities**

1. Provide advice and thought leadership on key organisational challenges and opportunities.
2. Offer specific expertise, contributing to discussions with valuable insights and recommendations.
3. Attend and actively participate in advisory board meetings.
4. Maintain awareness of developments in the specific field of the advisory board’s work to underpin advice on best practice, innovation, and emerging opportunities.
5. Where needed and in between meetings assist in the delivery of essential work, programmes or activities as defined by the advisory board.
6. Where required collaborate with and seek advice from professional contacts.
7. Where requested support the chair to generate and review reports and recommendations for the RDA UK Trustee Board.

**Personal development and management**

1. Collaborate with other advisory board members, respecting a range of values and opinions.
2. Maintain knowledge and expertise to ensure any contributions are current and relevant.

**Qualifications & Experience**

*The factors below should be read in conjunction with the specific skills outlined in the Terms of Reference for each Advisory Board.*

1. Extensive demonstrable experience in a relevant industry, with a strong track record of leadership and impact.
2. Knowledge pertinent to the specific advertised role and requirements.
3. Excellent communication and interpersonal skills, with the ability to provide constructive feedback, explore solutions and agree recommendations.
4. Prior experience serving on advisory boards, or governance boards (preferred but not required).
5. A passion for RDA and the delivery of its objectives.
6. Members of the Advisory Boards cannot be current RDA UK Trustees or staff.

**Commitment & Expectations**

1. Attend advisory board meetings twice a year
2. Be available for further meetings as requested by the chair.
3. Act in an advisory capacity only, with no legal or fiduciary responsibilities.
4. Maintain confidentiality and act in the best interests of the organisation.
5. Uphold the organisation’s values and contribute to its long-term vision and success.
6. Contribution for a 3-year term.

Terms can be renewed 3 times (total service of 9 years). Following the completion of a 9 year term, after 3 further years a volunteer may return to a role previously held.