



Argyll and Bute Third Sector Interface Difficulties between the Board and Senior Staff Member

Setting Boundaries

An important first step to take in sorting out difficulties between the Management Committee – staff relationship is to set out clearly the roles of each party. It is important to do this in writing.

The following table is a starting point:

The Management Committee Role	The Senior Staff Member Role
Acts as a group	Is an individual
Concentrates on the long term	Concentrates primarily on the short-term but is also interested in the long term development of the organisation
Is mainly concerned with policy and plans	Is mainly concerned with implementing those plans
Has ultimate responsibility	Has limited responsibility
Is typically not an expert in the field	Is typically a professional and expert in the field
Volunteers its time	Is paid a salary
Only has an overview of the organisation	Has intimate knowledge of the organisation
Has overall authority to act	Has delegated authority to act
Understands and complies with Employment Law in their dealings with staff	Is protected by Employment Law

Good Communication

It is important to ensure good communication between the committee and the most senior staff member. Setting time aside for regular support and supervision between the Chair and the most senior staff member can help avoid issues building up.

Code of Behaviour

It can be helpful to develop a Code of Behaviour to govern the relationship and this can help to put things on a clearer footing. This will cover issues such as respect on both sides, communication methods and style as well as frequency of contact.

Published on the Argyll and Bute Third Sector Interface Self-Serve system (www.argylltsi.org.uk)
(Adapted from CTSi)

Version: 1.0

Published: January 2019

Review date: January 2020

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Argyll and Bute Third Sector Interface is a Company Limited by Guarantee in Scotland No. SC277345
Scottish Charity No. SC029947

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