

Role Description: President, President Elect and Vice-President

Approved by the Board: March 2025

Review due: March 2027

Passionate about the landscape and the essential role Landscape professionals play in shaping the environment in which we live, work and socialise, the President, President Elect, Vice-President and Immediate Past President are figureheads and ambassadors for the Landscape Institute and our members.

Upholding the Corporate Strategy, together they provide leadership across the sector and wider afield, advocating on our behalf and seeking to influence key decision makers, developing and maintaining links with key contacts and partners as well as representing the Institute and our members at events, meetings and in the media.

This role description should be read in conjunction with the Terms of Reference for both the Board of Trustees and Council, which detail the full roles, duties and responsibilities of all members of those bodies.

Duties and tasks to fulfil the key responsibilities

President

The President of the LI plays a pivotal leadership role by:

1. Leading the representation of the members within the LI and externally around the key issues, priorities and challenges relating to landscape planning, design and management across the UK and internationally.
2. Chairing the Council – the members representative body - and ensuring Council and its members fulfil their duties and responsibilities.
3. Being a Trustee on the Board of Trustees and ensuring the governance, strategic direction, and financial health of the LI.

Key duties and responsibilities

Ensuring members sit at the heart of the LI through advocacy, enabling and facilitating collaboration dialogue and exchange of views amongst members and the LI team including:

- Ensuring strong links between the Council and Board of Trustees and working in liaison with Chair of the Board and staff team to ensure this
- Collaborating with the Board and supporting the staff team to deliver the LI's corporate strategy.
- Championing equality, diversity and inclusion across the LI and the membership.
- Supporting the income generation of the LI including building relationships with key partners and contacts and advocating on behalf of the LI to secure funding and support.

- Advocating to key decision makers and developing and maintaining links with key contacts and partners.
- Representing the Institute and the profession at events, meetings and in the media.

Skills and expertise

The President of the LI needs a diverse set of skills to effectively lead and represent the organisation and its members including:

- Belief in the LI's strategy and mission and the ability to advocate for this and the interests of the LI and its members across the membership and to external stakeholders.
- Being a strategic thinker with the ability to develop and implement long-term strategies and build the relationships needed to support the delivery of the LI's strategy and strategic outcomes.
- Act as an ambassador and public face for the charity to promote the LI, the membership, and the landscape profession.
- Confidence and clarity in public speaking and the expertise needed to represent the LI and the landscape profession at events and in the media.
- Excellent interpersonal skills and the ability to build and maintain relationships with members, staff and stakeholders across the LI's community.
- Strong negotiation skills to secure partnerships, funding, and support for the LI
- Credibility within the landscape profession and ability to engage across the Board, staff and membership.
- Ability to manage time efficiently, balancing multiple responsibilities and priorities.

What's expected of you?

- A Fellow or Chartered member of the LI
- Experience and expertise in being a landscape professional with a strong understanding of the current key issues, challenges and opportunities faced by the profession.
- A passionate advocate for the LI and landscape profession.
- Availability to attend, speak at and chair external and internal events including high profile events, seminars, awards, dinners, and conferences as required. These will be a mix of 'in person' and digital events and may require you to set aside time for preparation and travel.

Commitment

- The role of President is estimated to require a commitment of approximately 2 days week.
- The role is undertaken on a voluntary basis and is not remunerated. Expenses related to delivering the role of President on behalf of the LI will be reimbursed as per the LI's expenses policy.
- Attending and chairing meetings of the Council which are held at least three times a year plus an annual strategic away day held jointly with the Board of Trustees.
- Attending and participating as a Trustee on the Board and at Board meetings which are held at least four times a year.
- Visit each of the UK devolved Nations, Ireland and the English regions and attend international events when necessary.

- Observe the confidentiality of any documents or discussions during tenure.
- Submit expense claims as soon as possible and respond in a timely manner to queries in relation to finalising diary and travel arrangements.

President's stipend

It may be possible for a candidate appointed to the role of President to apply for a stipend. Payment of this is discretionary and will be subject to an assessment of eligibility and the approval by the Charity Commission.

President-Elect

- Supports and shadow the President in their work.
- Stands in for the President should they be unavailable including speaking at meetings, events and to the media
- Undertake specific assignments at the request of the President.
- Attend and speak at meetings and events in liaison with President and staff team.
- Take up the post of President automatically on the expiry of their term as President-Elect.

Vice-President

- Supports the President in their work.
- Deputises for the President including chairing the Council should they be unavailable.
- Deputises for the Chair of the Board should they be unavailable.
- Undertake specific assignments at the request of the President or Chair of the Board.

Immediate Past-President

On completion of their term of office the President takes up the role of Immediate Past-President for one year and:

- Supports the President in their work.
- Stands in for the President should they be unavailable including speaking at meetings, events and to the media
- Undertake specific assignments at the request of the President.
- Attend and speak at meetings and events in liaison with President and staff team.

Board of Trustees

The role of President-Elect, Vice President, President and Immediate Past-President all have an ex-officio place on the Board of Trustees for the period of their term of office.

This role description should be read in conjunction with the Terms of Reference for both the Council and Board of Trustees as well as the Trustees Code of Conduct.

These roles are subject to meeting the Charity Commission eligibility criteria for trustees. No member should stand for election to a role with an associated place on the Board or serve in that position if they do not meet the criteria or have been disqualified.

Terms of office

- **President-Elect** – elected for a term of one year and to take up the role of President automatically on the expiry of their term as President-Elect.

- **President** – in post for a term of two years and to become Immediate Past-President automatically at the end of that term.
- **Immediate Past-President** – a one-year term.
- **Vice-President** – elected for a term of two years. Eligible for re-election subject to maximum term of 6 years.