BDAC Executive Committee members What's involved

Joining the Executive Committee of the BDAC is indeed a time commitment which takes you away from your plot – and your site. Not something to take on lightly, but at the same time, by putting energy into this organisation, you will be helping to build the foundations of a strong and capable body able to support and represent the plotholders and allotment sites in Birmingham in the future. Not only that, but as an incorporated organisation, BDAC will be able to take over management functions which committees are already carrying out, enter into lease agreements and other contracts, raise funds and employ staff to do some of the work.

For all this to happen, BDAC needs people with all sorts of work, voluntary and personal experience as well as allotment sites, their associations and committees.

Do you have the following?

- People skills and the ability to work in a committee and other teams
- Good, independent judgment and a willingness to speak your mind
- An ability to think of the 'bigger picture' and 'outside the box'
- A willingness to listen and take on board other people's views and experiences
- An ability to set goals and check on progress towards goals

In addition, we would welcome people with specific experience such as:

- Promotion, publicity and marketing
- Managing money in an organisational role
- Handling legal matters and checking compliance
- Fundraising – through grants, events, sponsorship or other types of approach
- Managing projects funded by grants
- Managing staff and volunteers
- Working in partnership with other organisations
- Record keeping and administrative work
- Digital skills – IT packages, use of internet etc
- Handling problems and complaints to find workable solutions

Executive members are expected to attend monthly meetings which are currently planned a year ahead and held on Saturday afternoons, as well as the main BDAC events – the AGM and Half Yearly meeting. The scheduled meetings for this year are: 14th June, 12th July, 9th August, 13th September, 11th October, 15th November (half yearly meeting).
In addition, there are 6 BDAC Working groups which prepare the ground for BDAC decisions and each Executive member is asked to join one of these.
There is a Code of Conduct for Executive members to sign. This covers participation; support for BDAC objectives; Integrity, objectivity and confidentiality; Accountability, openness and protecting reputations; conflict of interest and personal gain

Expenses are payable – travel for meetings and other BDAC commitments, plus other costs incurred while carrying out your role.
Since it is a big decision to make, we ask new members to attend meetings and observe if they have any doubts about their involvement. People can be co-opted on to the Executive at any point. The total Executive is between 7 and 12 members plus the 3 Officers.