



## REGIONAL REPRESENTATIVE - LONDON

The role of Regional Representative is a rewarding experience. The Regional Representative regularly communicates with, and acts as a point of contact for, the Branch committee in their region and represents these Branch at Advisory Council meetings. The Advisory Council brings valuable expertise, knowledge, ideas and opinions to help formulate strategy and direction.

**Commitment:** In addition to regular contact with the Branch within your region, you will attend Advisory Council meetings (in person at CICM HQ) and join Regional and Branch Interactive Briefing conference calls, the dates for the remainder of the current term are:

Advisory Council:

11:00 on 13 June 2019  
11:00 on 12 December 2019  
11:00 on 11 June 2020

Regional and Branch Interactive Briefing conference calls (between 12:00-13:00):

16 July 2019  
24 October 2019  
23 January 2020  
16 April 2020

Regional Representatives sit on the Institute's Advisory Council, a total of 23 members form the CICM Advisory Council, including up to 11 Regional Representatives.

In order to apply for a Regional Representative role, candidates must be fully paid up members (MCICM or FCICM) of CICM and attached to the Branch which falls within the region to be represented (please contact [governance@cicm.com](mailto:governance@cicm.com) with any questions).

The vacant region for London has the postcodes allocated of London postal district plus WD, EN, IG, HA, UB, TW, SM, KT, CR, AL, LU.

The service you provide as Regional Representative is a voluntary role (reasonable expenses are reimbursed), and the post will be in an acting capacity until the AGM in 2020.

### Responsibilities:

1. Attend meetings of the Institute's Advisory Council, normally held in June and December at CICM HQ.
2. Participate, support and engage in Institute local and national activities. Regularly communicate with, and act as point of contact for, the Branch committee in the region and represent the Branch on Regional and Branch Interactive Briefing conference calls.
3. Promote awareness of the Institute, act as an ambassador for the Institute, assist in raising the profile of the largest recognised professional body in the world for the credit management community and provide advice and assistance as appropriate.
4. Always use your CICM professional letters when your name is quoted or published.

5. Treat confidential matters discussed at, or outside of, Advisory Council meetings as such.
6. Act in a manner that enhances the profile and professionalism of the Institute and maintains its integrity at all times.
7. Accept and support decisions reached by the Advisory Council and/or Executive Board of Trustees in a 'Cabinet-style' manner recognising that discussion and disagreement should take place within the committees and not in the public domain.
8. Ensure the HQ Governance Office ([governance@cicm.com](mailto:governance@cicm.com)\_01780 722912) is immediately notified of any changes to contact details.

**TO APPLY:** Provide details of why you would like to be a Regional Representative and how you believe you can support the London branch. Please provide your full postal address and confirm that you are eligible to stand within your chosen region. Send applications for the attention of Governance by email to [governance@cicm.com](mailto:governance@cicm.com) or by post to Governance, CICM, The Water Mill, Station Road, South Luffenham, Oakham LE15 8NB. Closing date 17:00 on 31 May 2019.

By applying, you are giving your consent for your details to be shared with the Institute's Governance team, Chief Executive and the Executive Board of Trustees.