



<b>Party Leader's Job Description</b>
<b>SPECIFIC RESPONSIBILITIES OF THE PARTY LEADER ROLE</b>
<b>Representing the Party Externally:</b> Representing the party and its policies in the media and through other national platforms and campaigns.
<b>Supporting Election Candidates:</b> Supporting candidates and local parties in key elections and campaigns.
<b>Communications:</b> Communicating Party campaigns, priorities and achievements to Party members.
<b>Political Strategy:</b> Taking a leading role in developing political strategy.
<b>GPEX Committee Responsibilities:</b> The Party Leader is a member of Political Committee and Elections Committee.
<b>Relationships With Staff:</b> The Party Leader will be in regular contact with the Chief Executive Officer and can expect to work closely with the press and other communications and campaign staff.
<b>Relationships With Other Parts of the Green Party:</b> The Party Leader may choose to spend a significant amount of time visiting Regional and Local Parties as the role is important for morale at all levels of the Green Party.
<b>Relationships Outside the Green Party:</b> The Party Leader develops close working relationships with organisations outside the Green Party, including media, NGOs, other political parties and other organisations as required. It is essential that the Party Leader is able to maintain cordial and constructive relationships with those organisations.

## Party Leader's Job Description 2016-17

### SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED

Extensive experience of TV, radio and press work, public speaking, debating.  
Good short-term availability  
Good speaking and debating skills  
Experience of running successful election campaigns  
Experience of developing political and campaigning strategies  
Determination, toughness, resilience, self-confidence  
Excellent understanding of Green Party short and long-term policy and political strategy.  
  
Tact and diplomacy under pressure

### ADDITIONAL INFORMATION

**Please note the following from section 8 of the Constitution:**

iv) Two members of a different gender may together stand for the office of Leader in order to hold the post as a jobshare in which case they shall be known as 'Co-Leaders'. In this case a single Deputy, the individual who polls the highest vote, regardless of gender, will be elected. Members standing to be Co-Leaders may not simultaneously be candidates as individuals for either Leader or Deputy Leader.

xi) If there are Co-Leaders and one of the Co-Leaders resigns, there will be a byelection for both Co-Leaders.

xii) In the event of the suspension or resignation of one of two Co-Leaders, the other Co-Leader shall have the position of Acting Leader until a new election has taken place.

**Please note that at Autumn Conference 2012, the following motion was passed:**

“ the person undertaking [the leader role] should be offered financial support in the form of an allowance in order to allow them to perform their duties fully as required by the Constitution. Where the Leader is also a paid full-time politician, this allowance will not be paid. Conference requests that GPEX put in place the necessary arrangements and set the allowance at a level that is both practical and affordable.”

The Leader currently receives an allowance of £24,700.

Although the final decision on allowance amounts rests with GPEX, Co-Leaders may each receive an allowance of an amount intermediate to the single leader salary and the London living wage for a 37.5 hour working week (with 28 days paid leave per annum). If a Co-Leader wishes to, or is only able to, work part-time, they may be paid a pro-rata allowance subject to a decision by GPEX. It is expected that in the case of co-leaders, the allowance of one co-leader will not affect the allowance of the other. Both shall be afforded the same status regardless of working hours/pay. The final decision on allowance amounts rests with GPEX, who may, in exceptional circumstances, wish to pay a full allowance for part-time hours. No leader is obliged to take their allowance.

### ROLE DESCRIPTION REVIEW

This job description is reviewed at the end of the first year of each 2 year term.

**Last Review Date:**

31/5/16

***Party Leader's Job Description 2016-17***

***Party Leader's Job Description 2016-17***

**SIGNATURES**

Party Leader's Name:

Date

GPEX Chair Name:

Date:

Chief Executive Name:

Date: