

RICS MATRICS UK BOARD CHAIR ROLE PROFILE

Introduction

The RICS Matrics UK Board is launching the application process for the selection of its new Chair.

The primary purpose of the RICS Matrics UK Board is to ensure that:

- 27 local committees and 7 regional chairs are empowered to develop, promote and grow the profession by encouraging involvement and contribution
- RICS remains relevant
- RICS Matrics' UK Strategy is implemented
- Those new to the profession are heard and inform the organisation's future
- Matrics activity supports RICS' aim of promoting a career as a Chartered Surveyor

RICS Matrics supports new members entering the profession, as well as working with the RICS to shape the future of surveying and grow the size and respect of the profession across industries globally.

RICS Matrics comprises students, apprentices, trainees and professionals with 10 years or less post-qualification experience.

About you

We are looking for a qualified RICS member (AssocRICS, MRICS, FRICS) with leadership skills, who has a solid can-do attitude, who is motivated and committed to investing time and effort to assist in the development of the RICS Matrics' objectives and strategy. The successful candidate will be expected to participate with RICS staff to create confidence in markets and be known for effecting positive change in the built and natural environments.

To achieve this, RICS Matrics UK will continue to increase the recognition of our credentials and our professional standards with the assistance of the successful candidate. The successful candidate will provide market insights and intelligence, support business planning and alignment of the RICS' strategic goals and enhance local member engagement.

Specific skills required

1. Strategic & Conceptual

- Can see the bigger picture and help set clear priorities for RICS Matrics.
- Understands the wider industry and how RICS fits into it.
- Comfortable stepping into an existing strategy and helping move it forward without starting from scratch.
- Able to get up to speed quickly and keep the Board focused on what matters.
- Can turn ideas and plans into practical actions.
- Confident talking about RICS Matrics in the wider market and representing the organisation positively.

2. Relational & Leadership Skills

- Brings people together and helps the Board work well as a team, even when people have strong opinions or different views.
- Stays calm, confident and fair in discussions.
- Keeps conversations focused on what RICS Metrics is trying to achieve.
- Helps create a welcoming, respectful and productive Board culture.
- Communicates clearly, professionally and in a way people understand.

3. Personal Leadership Skills

- Supports and encourages others to be their best.
- Balances personal viewpoints with the needs and priorities of RICS Metrics.
- Shows understanding and appreciation for volunteers' time and effort.
- Feels comfortable representing RICS Metrics at events, speaking publicly and meeting guests or VIPs.

Attributes

- Honest, open and ethical.
- Acts with integrity and professionalism.
- Thinks independently and can look at things from different angles.
- Builds positive relationships easily.
- Works well with others and contributes to a team environment.
- Prepared to put in the time and effort needed for the role.
- Focused on finding solutions and moving things forward.

Personal Skills

- Strong strategic thinking.
- Confident decision-making.
- Good analytical and problem-solving abilities.
- Clear and confident communicator.
- Able to prioritise work effectively.
- Comfortable working with a range of stakeholders.

Experience

- Good knowledge of RICS Matrics events and committees is essential.
- At least 12 months' experience on a RICS Matrics Board or Committee is highly desirable.
- Basic understanding/knowledge of how RICS governance works.
- Experience working with different stakeholders.
- No conflicts of interest.
- Seen as a positive representative of the profession and aware of key issues affecting the industry.

Terms of appointment

The Chair's term will be for an initial term of two years.

Terms of reference

The terms of reference for Board members are available online.

Attendance

The Board meets four times a year in a central UK location and virtually every six weeks. As the Board is highly active, the Chair of the Matrics UK Board should expect to commit between 12 and 20 days per annum (excluding travel) to fulfil their responsibilities. This total time commitment includes all meetings, events, and activities listed below.

It is essential that the successful applicant has full support from their employer (where applicable) to dedicate the required time to the role.

In addition to scheduled Board activity, the Chair will be invited to represent Matrics and RICS at a range of events and engagements throughout the year. These may include, but are not limited to:

RICS & Governance Engagements

- Attendance at four RICS UK World Regional Board (WRB) meetings per year (approx. 4 hours each)
- WRB Annual Dinner (once per year)
- RICS Awards ceremonies
- Matrics Awards
- President's Inauguration (evening event)
- A minimum of four strategic catch-ups with the RICS President, CEO and/or Governing Council

- Attendance at at least one Nominations and Remunerations Committee or Global Members Committee meeting per year
- RICS Annual General Meeting

Matrics-Specific Activities

- Four in-person One Matrics full-day meetings
- One virtual One Matrics meeting
- Participation in local Matrics group activity, including roundtables, consultations, and community engagement

Early Careers & Outreach

- Attendance at university open days, apprenticeship events, and other early-career outreach opportunities, as required

These engagements form an important part of the Chair's role in representing Matrics at a national level, supporting the visibility of the network, and strengthening relationships across the organisation.

Fees

Non-executive members are not remunerated.

Expenses

All non-executive members are reimbursed for expenses incurred in the performance of their duties in accordance with the RICS Expenses Policy. Claims are reimbursed on the basis of actual costs incurred and original receipts or tickets must be retained and made available with the claim. Reimbursement will usually be on the basis of the most economic means of travel available.

Confidentiality

Members owe a duty of confidentiality to RICS. Commercial, financial and other trade sensitive or competitive information about RICS and its affairs that Members have access to during the period of their appointment, is confidential information. Such information should be securely retained and must neither be discussed in public nor made available to others who are not authorised to see or to receive it. Additionally, the information should not be used for any other reason other than for in the interests of RICS. The Chair in consultation with the Executive member are together responsible for deciding whether the information can be shared more widely than those persons authorised to receive it and for what purposes. This applies to during and following the members' terms of service.