

# NE Elections 2026 – Role description for candidates

## NE Member - Role Description

National Executive members are the Board of Directors of the limited company that is CAMRA and are responsible under the governing document of the Campaign for Real Ale Limited for controlling the management and administration of CAMRA. If elected, they will be asked to sign a declaration as per Appendix 1 attached.

An Induction Day is held shortly after the election result that covers the legal responsibilities, of a NE Board member including the following:

- To ensure that CAMRA complies with its Articles of Association, Company Law and any other relevant legislation or regulations
- To ensure that CAMRA pursues its objects as defined in its Articles of Association
- To ensure the organisation uses its resources exclusively in pursuance of its objects as set out in the Articles of Association

## NE Members are expected to:

- Bring commitment to CAMRA and take responsibility for any major area of operations or strategy, as asked to by the Chairman
- Abide by the Code of Conduct for National Executive members and the Code of Conduct for CAMRA members at all times.
- Set and maintain CAMRA's vision, mission and values
- Safeguard the reputation and values of CAMRA
- Promote CAMRA
- Ensure the effective and efficient administration of the organisation
- Ensure the financial stability of the organisation
- Protect and manage the property of the organisation and to ensure the proper investment of CAMRA's funds
- Appoint the Chief Executive and monitor their performance
- Ensure the establishment and maintenance of employment of staff and volunteers
- Support the operational management of the organisation by the Chief Executive
- Ensure that risk assessments for all aspects of the business are carried out
- Maintain an effective Board performance and ensure the effective and efficient administration of CAMRA including funding, insurance and premises
- Act in the best interests of CAMRA and never in the interests of any individual or another organisation
- Ensure their availability for scheduled meetings, usually at least once a month, as well as any ad-hoc meetings, as required
- Attend meetings in a professional manner
- Attend other CAMRA events, such as meetings, award presentations and festivals, as required
- Have the necessary IT skills to participate in online meetings and review of papers.



# NE Elections 2026 – Role description for candidates

## Other duties

In addition to the responsibilities above, each National Executive member should use any specific skills, knowledge or experience they have to help the NE reach sound decisions. This may involve:

- Scrutinising papers
- Leading discussions
- Focusing on key issues
- Providing guidance on new initiatives
- Other issues or areas in which the Director has special expertise such as marketing, finance, public relations, journalism, publishing, events management, campaign planning. Communications and IT.
- Taking directorial responsibility for a national committee or working/advisory group and be involved in other committees as required
- Contributing actively to the National Executive's role in giving clear strategic direction to the organisation, setting overall policy, defining goals, setting targets, and evaluating performance against agreed targets

## Role Demands

The role of an NE member can require considerable time commitment and the need to represent the Campaign in a number of challenging ways. Candidates are asked to consider how they will cope if elected and what reasonable adjustments can be made to ensure effectiveness in the role as an NE member.

## Appendix 1 – NE Member Declaration

Successful candidates will be asked to sign a declaration as follows, so please check that you can comply before applying.

### I declare that:

- I have read and agree to abide by CAMRA's Articles of Association
- I understand my responsibilities with regard to Companies House as a Director of the Campaign for Real Ale Limited<sup>1</sup>
- I have read and agree to abide by CAMRA's Code of Governance
- I have read and agree to abide by CAMRA's Code of Conduct for members of the National Executive
- I have read and agree to abide by CAMRA's Volunteers Charter
- I am 18 years old or over
- I am not an undischarged bankrupt
- I have not previously been removed from trusteeship of a charity by a Court or the Charity Commission.



## NE Elections 2026 – Role description for candidates

- I am not under a disqualification order under the Company Directors' Disqualification Act 1986. I am, in the light of the above, not disqualified by the Charities Act 2011 (section 181) from acting as a charity trustee.
- I undertake to fulfil my responsibilities and duties as a Director of The Campaign for Real Ale Limited in good faith and in accordance with the law and within CAMRA's objectives/mission.
- I do not have any financial interests in conflict with those of The Campaign for Real Ale Limited (either in person or through family or business connections) except those which I have formally notified in a conflict-of-interest statement. I will specifically notify any such interest at any meeting where the National Executive is required to make a decision which affects my personal interests, and I will absent myself entirely from any decision on the matter and not vote on it.
- I agree to ensure my identity has been verified with Gov.uk One Login within 7 (Seven) days of being a director.

Name	
Membership Number	
Signed	
Date	

*This form must be signed by you and lodged with the Company Secretary at the earliest opportunity.*

<sup>1</sup> In summary these are as follows:

Every company Director has a personal responsibility to ensure that statutory documents are delivered to the Registrar as and when required by the Act. In particular:

- accounts (only for limited companies);
- annual returns (Form 363);
- notice of change of directors or secretaries or in their particulars (Forms 288a/b/c); and
- notice of change of registered office (Form 287).

