**HHUA Non-Portfolio Member**

**Active Contributions**

Undertaking diligently/enthusiastically any responsibilities and tasks delegated by the Chairman or other Officers. Responding promptly and thoughtfully to feedback requests and discussion documents.

**Meetings**

Attending meetings of the Management Committee and making an active contribution both at, and between, meetings. Serving on sub-Committees as required.

**Communicating with Members**

Gathering input from all members to ensure that the Management Committee is fulfilling the wishes of the members.

**Constitution**

Ensuring that the Executive Committee acts in accordance with the Constitution.