

POSITION DESCRIPTION

CLUB PRESIDENT

(CLUBMAP Draft - Edit document to suit your club)

[INSERT CLUB]
[LOGO HERE]

Executive Role

Decision making, overseeing and long term focus level of the committee.

Objectives

- To provide strong, efficient and effective leadership for the club.
- Ensure the club is run efficiently administratively, financially and socially to support the competition activities.
- To provide support to the executive and non-committee members to ensure the efficient operation of the club.
- To provide a safe and enjoyable recreational environment for all club members and ensure all activities are played in a fair and competitive spirit.
- To promote the club and its activities in the local media including social media, radio, newspaper and other mediums.

Responsibilities

- Ensure the executive committee members and non-executive committee members fulfil their responsibilities to the club.
- Be familiar with the rules and practices of the governing bodies including local council and any other body that requires governance implementation.
- Preside over all meetings of the club committee.
- Manage any public comment concerning any situation or incident that may reflect on the public well-being of the club.
- Attend your governing body and shire workshops and forums where required.
- Acts as the club delegate at any governing body meetings in the best interests of the club (or delegate role).
- Act as tribunal delegate as required.
- Report activities of the portfolio to the membership at the annual general meeting.
- Assist other committee members in their duties as required.
- Undertake tasks at the request of the executive or non-executive committee.

Relationships

- Reports to the members and club executive and non-executive committees.
- Supports all executive, members, and volunteers.
- Liaises with the volunteer coordinator.
- Liaises with the communication manager.

Accountability

- The president is accountable to the members and the executive committee.
- Provides a report on any aspect of portfolio operations to the committee when requested.
- Seeks ratification from the appropriate committee member prior to committing the club to any financial expenditure or action.