



Position Description - President

The role of the President in conjunction with the Principal Coach, is to provide leadership within the club. The President oversees the strategic direction and financial management of the association.

Desirable Attributes:

The President should:

- Be well informed of all organisation activities and able to provide oversight.
- Be a person who can develop good relationships internally and externally.
- Be forward thinking and committed to meeting the overall goals of the club.
- Have a good working knowledge of the committee constitution, rules and duties of office bearers.
- Be able to work collaboratively with other committee members.
- Be a good listener and attuned to the interests of members and other interest groups.
- Be a good role model and a positive image for the club in representing the committee in other forums.
- Be a competent public speaker.
- Demonstrate a commitment to the Child Safe Standards.

Specific duties include but are not limited to:

- Chair committee meetings ensuring that they are run efficiently and effectively.
- Provide an up-to-date copy of the constitution and bylaws at all meetings.
- Act as a signatory for the club in all legal purposes and financial purposes.
- Regularly focus the committee's attention on matters of club governance that relate to its own structure, role and relationships.
- Periodically consult with Committee members on their role, to see how they are going and help them to optimise their contribution.
- Work with the committee to ensure:
 - a) The necessary skills are represented on the committee and that a succession plan is in place to help find new committee members when required.



- b) Goals and relevant strategic and business plans are developed in order to achieve the goals of the club.
- Work with the Principal Coach to provide support if required regarding operational matters.
 - Serve as a spokesperson for the club when requested by the Principal Coach.
 - Work with the Principal Coach and assist in the development of partnerships with sponsors, funding agencies, shared facility users and organisations that are relevant to the goals of the club.
 - Assist with the organising of club functions, such as annual competition and presentation day.
 - Purchase the coaches gifts on behalf of the committee to be presented at presentation day.
 - Maintain the Working With Childrens Register on behalf of the Club.
 - Maintain all Policies, Procedures and Documents on behalf of the Club.
 - Ensure the club is compliant with the Child Safe Standards.

Document Approved By:	Name	Signature	Date
President	Tammy Smith		
Principal Coach	Kylie Hermans		