



NORTHERN CHILL VOLLEYBALL CLUB	
ROLE DESCRIPTION CLUB PRESIDENT	Rev.: 2020/08/03

ROLE DESCRIPTION

The role of Northern Chill Volleyball Club President is to support the running of the club and its administration. The President is the official spokesperson and is responsible for representing the membership on the Board as well as overseeing special events. The President contributes to the strategic direction of the club as well as the overall management of its operational activities within the framework of the Clubs Constitution and policies.

SKILLS/QUALITIES RECOMMENDED

- Be a visionary with the ability to think strategically
- Innovative thinker
- Ability to behave impartially at all times
- Approachable
- Good negotiator
- Ability to control meetings effectively
- Commitment to the Club and strong knowledge of the Club's governance and operations
- Strong managerial and leadership skills
- Ability to commit the required time
- Excellent interpersonal skills

MAIN DUTIES

- Assist with the strategic leadership of the Club
- Contribute to policy change if needed or policy adherence
- Provide an understanding of Codes of Conduct
- Ensure that succession and forward planning are integral and ongoing in the club
- Be the official spokesperson on behalf of the Club
- Be familiar with the constitution of the Northern Chill Volleyball Club, the general rules for committee procedure, current affairs and business in hand
- Support decisions made by the Board and other personnel
- To keep open communication channels with Board Members
- Act as chair of all Board meetings
- Chair and control the Annual General Meeting and Special General Meetings as required



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- Monitor and evaluate the progress of agreed actions
- Assist with special events and participate in club activities
- Monitor club communications and ensure timely responses
- Needs to represent the Club at Regional AGM meetings and be well-informed on all communications released by the OVA
- Perform such other duties as may from time to time be established by the Board

COMMITMENT

- Attend monthly Board Meetings, the Annual General Meeting and any other meetings or events as required, examples include but are not limited to:
 - Christmas party
 - Parent Social
 - End of year banquet
 - Club fundraising events

COMPENSATION

- Honorarium to be provided in the amount of \$500.00