**President**

**Position Summary**

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| **Position:** | President |
| **Reports to:** | <insert> |
| **Remuneration:** | This is a volunteer position. Reimbursement policies apply where appropriate. |
| **Hours:** | <insert> |
| **Start Date:** | <insert> |
| **Term:** | <insert> |
| **Location:** | <insert> |

**About <club name>**

<insert>

**Purpose**

The role of the President is to provide the principle leadership and responsibility for the   
organisation and the Committee.

**Responsibilities**

* Chair Committee meetings ensuring that they are run efficiently and effectively
* 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 relationship to any paid employees
* 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:
* The necessary skills are represented on the Committee and that a succession plan is in place to help find new Committee members when required
* Goals and relevant strategic and business plans are developed in order to achieve the goals of the club
* Work with the Executive to manage any paid employees of the club including recruitment, retention, salary and performance reviews, etc
* Serve as a spokesperson for the club when required
* Communicate regularly and systematically with the Presidents of the member clubs, the league, association and or parent body
* Assist in the development of partnerships with sponsors, funding agencies, local and state government, shared facility users and organisations that are relevant to the goals of the club

**Personal Attributes**

* 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 (e.g. league delegate meetings)
* be a competent public speaker

**Key Relationships**

* <insert>