# **Club Chair**

# **REPORTS TO:** Warrington Surf Life Saving Club Committee

# **EXTERNAL RELATIONSHIPS:** Surf Life Saving New Zealand Staff

 Other Club Chairs/Presidents

# **KEY RESPONSIBILITY:** Provide direction and leadership for the club to ensure the Warrington Surf Life Saving Club achieves its strategic goals.

# **DUTIES OF THE ROLE:**

# Represent Warrington SLSC at official functions

# Work with Communications/Administrator to communicate with club members.

# Provide support to other Club Officers.

# Monitor and steer the club’s financial management and responsibilities

# Be available to all club members

# Ensure all accountabilities are completed accurately and on time

# Maintain open communication with the Warrington SLSC Club Committee members

# Ensure accurate systems for handing-over to the next person taking on the role.

# NB: AT TIMES, THERE MAY BE A VICE-CHAIR OPERATING, FOR EXAMPLE TO ENSURE THE VIEWS OF YOUNGER (OR SENIOR) MEMBERS. THEIR DUTIES MIGHT BE -

* Engage with younger (or senior) club members, in particular to bring their views into committee discussions.
* Attend meetings when required to/in absence of the Club Chair.
* Participate actively in discussions/decisions made by the club.
* Learn the role of Club Chair
* Maintain open communication with the Warrington SLSC Club Committee members