



President

The President leads the club through meeting it's goals and objectives, governance, management and administration whilst ensuring the club meets all legal and compliance obligations.

DESIRED SKILLS

- Have a good working knowledge of the club, rules, constitution etc
- Ability to delegate
- Can communicate effectively
- Be approachable
- Experience in a leadership role
- Well-developed decision-making skills
- Experience with planning and operations
- Ability to effectively chair meetings, negotiate and take a neutral position
- Be receptive to change
- Hold or willing to apply for a current volunteer's 'Working with Children' check
- Dedicated club person

KEY ROLES & RESPONSIBILITIES

- Attend Cricket Association meetings as required
- Chair Club Committee and AGM meetings
- Have a good understanding of all club activities and operations
- Provide guidance and leadership to Committee and ensure they fulfil their responsibilities
- Alongside the Secretary, plan agenda's prior to committee meetings and ensure it is circulated in plenty of time
- Oversee all club targets and objectives
- Preside at all meetings of the Club and shall have a casting vote
- Report activities of the portfolio to the membership of the Annual General Meeting
- Ensure that planning and budgeting for the future is carried out in accordance with the wishes of the members
- Adopt and oversee risk management, policies and legal requirements
- Liaise with stakeholders e.g local council and local community groups
- Oversee strategic planning for the future of the club
- Provide guidance and leadership to all club members.
- Act as a spokesperson for the club when required
- Ensure all complaints and disputes are promptly investigated and responded to according to Club policy and procedure.
- Ensure Club policies, manuals and role descriptions are all reviewed annually.

END OF YEAR HAND OVER

- Update key documents including position description, hand over notes, key contacts list
- Induct the new President and be available to train, mentor and support them
- Transfer any keys or security codes
- Planning documents and club priority work that is underway