COMMUNITY CLUB PRESIDENT

As the Club President, you serve as the leader and primary representative of the club. You are responsible for overseeing all aspects of the club's operations, fostering a positive and inclusive club culture, and ensuring the club's goals and objectives are met.

Responsible to

A club president holds a position of leadership and trust, accountable to both internal and external stakeholders. The Club President is elected by the members of the club and should act in their best interest, at all times.

Responsibilities

The President/Chairperson should:

- Represent the club at local, regional, state and national levels
- Attend Local League meetings and be informed of all League activities and operations
- Be well informed of all club activities, especially those of all sub-committees
- Define and document the club culture and behaviours and continuously communicate them to members, players, coaches, supporters and volunteers
- Inspire and motivate others to actively participate and contribute to the club's success
- Create opportunities for member engagement, involvement, and leadership development
- Ensure compliance and legislative obligations are met
- Ensure that the Member Protection and Child Safeguarding policies are adhered to
- Foster a strong working relationship with local government, affiliated associations, the relevant State Sporting Association, other sporting clubs and the relevant National Sporting Association/Organisation
- Ensure the planning and budgeting for the future is carried out in accordance with the wishes of the members
- Liaise with all relevant stakeholders
- Ensure committee members, team manager and coaches fulfil their responsibilities to the club

Initial Duties

- Liaise with the Secretary and the Treasurer to ensure that the bank account signatories are changed as required
- Complete the following online courses:
  - Presidents Induction
  - Child Safety – Patrons Of The Game
  - Complaints Handling In Sport

Governance & Knowledge

- Have a good working knowledge of the constitution, rules and by-laws, policies and procedures
- Have an understanding of other roles within the club and sub-committees
- Ensure the Club has clearly defined goals and objectives with documented strategies and implementation plans on how they will be achieved - strategic planning
- Implement strong financial controls to protect the cash and assets of the Club, as well as the volunteers handling the cash
- Ensure that the committee receive regular and accurate financial reporting, budgets and cash flow projections
- Ensure compliance and legislative obligations are met
- Ensure all complaints and disputes are immediately investigated and responded to according to club policies and procedures

Meetings & Communication

- Ensure that all meetings are conducted as per the provisions of the Club's Constitution
- Liaise with the Secretary to set the agenda for each committee and general meeting, including the Club's annual general meeting
- Ensure that all sub-committees are regularly reporting to the committee

Estimated Time Commitment Required

The estimated time commitment required as the Club President is 10-15 hours per week.

If at any stage the President becomes aware of a personal conflict of interest, real or perceived between themselves and the club, they should immediately notify the Club Secretary of the conflict who will immediately inform all other committee members.