# Bayswater Lacrosse Club



### Role Description

| **Job Title** | **President** |
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| **Accountability** | Club Committee & Executive | **4-5 hours per week**  |
| General Description - Objectives |
| * The role of the President is to provide the principle leadership and responsibility for the organisation and the Committee.
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| 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 committee member.
* Periodically consult with Committee members on their role, to see how they are going and help them to optimize their contribution
* Work with the Committee to ensure:
	1. The necessary skills are represented on the Committee and that a succession plan is in place to help find new committee members when required
	2. Goals and relevant strategic and business plans are developed in order to achieve the goals of the Club.
* Work with the Executive to manage the operation of the club when decisions need to be made outside of scheduled meetings
* Serve as a spokesperson for the Club when required
* Communicate regularly and systematically with the Presidents of other Clubs, the State and National associations as needed
* 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.
* Prepare monthly reports for presentation at Management Committee meetings.
* Prepare annual report for AGM by second Wednesday in October and email to Club Manager. Also provide a copy of the annual report to Lacrosse WA to be published in their annual report.
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| Qualifications - Accreditations |
| **Essential**  | **Desirable** |
| Reporting |
| * Provide a report on any aspect of the portfolio operations to the monthly Committee meeting.
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| Relationships |
| * Reports to the Club Committee.
* Liaises with the Executive.
* Liaises with key stakeholders.
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