



Ground Chairman

MAIN PURPOSE OF ROLE:

To deputise for the Chairman in both the Executive role and the Ambassador role when appropriate. To chair meetings and act as principal officer in the absence of the Chairman whenever the need arises in consultation with other officers when appropriate.

THE POST HOLDER WILL BE RESPONSIBLE TO: The Executive Committee.

ACTUAL DUTIES INVOLVED:

- To assist the Chairman where appropriate in providing direction for the club by effective leadership and management
- To assist the Chairman in monitoring and evaluate the progress of agreed actions both short term and strategic
- Assist in managing other club officers to ensure the delivery of their responsibilities
- To lead in specific projects to the benefit of the club as directed by the Chairman
- Chair and manage the Exec Committee and monthly club meetings in the absence of the Chairman
- Encourage community links
- Assist the Chairman in working with and supporting Constituent Bodies

IDEAL/KEY SKILLS FOR ROLE:

- Leadership and management skills – to encompass;
 - Setting objectives
 - Planning and organising
 - Controlling and setting standards
- Ability to be objective
- Good communication skills
- Good motivator