



Club President/Chairperson

The President is the principal leader of the _____ RUFC and has overall responsibility for the Club's administration and development.

The President sets the overall annual committee agenda (consistent with the views of members), helps the committee prioritise its goals and then keeps the committee on track by working within that overall framework. At the operational level, the major function of the President is to facilitate effective committee meetings.

The President is elected by the members and responsible for representing the views of the Club and its members.

Responsibilities and Duties

As Chairperson :

- Manage committee and/or executive meetings
- Manage the annual general meeting

As President

- Represent the club at local, regional, state and national levels
- Act as a facilitator for club activities
- Ensure the planning and budgeting for the future is carried out in accordance with the wishes of the members.
- Drive the development of the club
- Be the sole spokesperson for the club to outside interests (except where a match spokesperson has been appointed eg Captain, Coach or Manager)
- Arbitrate in disputes

Knowledge and Skills Required

Ideally the President/Chairperson is someone who:

- Can communicate effectively
- Is well informed of all organisation activities
- Is aware of the future directions and plans of members
- Has a good working knowledge of the constitution, rules and the duties of all office holders and subcommittees
- Is a supportive leader for all the organisation's members.

Estimated Time Commitment Required & Period of Appointment

The estimated time commitment required as the President/Chairperson is _____ hours per week during the season and _____ hours out of season.

The President is appointed for a 12 month term elected annually at the AGM (unless stated otherwise in the Club's constitution).