

Stowmarket Striders Running Club

Volunteer Job Description



Chairperson

Purpose and tasks:	To chair all meetings of the club and coordinate all activities to ensure an efficient and well managed club. Tasks include: <ul style="list-style-type: none">▪ Chair committee meetings.▪ To ensure that the club adopts 'best practices' as recommended by the governing bodies.▪ Chair annual general meetings and deliver a chairman's report to the membership.▪ Make club announcements at training nights.▪ Assist other volunteers in their roles.▪ Developing the club.
Responsible to:	The clubs membership and elected committee.
Competences/Experience required:	Knowledge of road running and the governing bodies is essential. Experience in management would be desirable.
Qualifications required:	None.
Commitment required:	Approximately 2 hours a week, depending on club focus.
Support/Training required:	None.

In signing this declaration, I have read the job description above and agree to represent the Stowmarket Striders Running Club as a volunteer performing the role described for the calendar year. In performing this role, I agree to abide by the Club Rules and policies on Codes of Conduct, Child Protection and Equity.

Name Signed

Dated For Calendar Year