

Basingstoke and Mid-Hants Athletic Club
Committee Posts
Role Profile

Committee role – Vice Chairman

Purpose of role:

To support the Chairman in his role as a figure head for the club and deputise for the Chairman as and when required.

Key Tasks and responsibilities:

- Attend regular Committee meetings and Chair meetings when necessary.
- Assist and deputise for the Chairman when dealing with club, community and national organisations as required.
- Contribute to the development of the club ethos and development goals.
- Support the Chair in overseeing the functioning of the club and ensuring adherence to its constitution and rules.
- Active participation in various sub-committees where required.

Estimated commitment:

As much time as you are able or willing to commit. Minimum requirements would be 2 hours a month at regular committee meetings and 1-2 hour a week on general committee business.

It may be appropriate to attend 1 or 2 meetings per year on behalf of the club.

Nov 2016