Club Chairperson

Introduction

The Club Chairperson is the principal officer for the club and is elected by the Club members. Working with the Club Management Committee to ensure good governance in all matters concerned with Team Bath AS. They will be responsible for overseeing the running of the club and will act on behalf of Team Bath AS. They will be responsible for the implementation of good practice and child protection policies within the club.

Skills and ability needed

* You will have a passion for sport with a good knowledge of sports clubs, aquatics or leading an organisation.
* You will be well organised and willing to delegate.
* You will be a confident public speaker and can control meetings.
* You will demonstrate strong leadership skills and experience in leading a group of like- minded individuals for a common purpose.
* You will be approachable, diplomatic and helpful.
* You will have the ability to maintain harmony in the Club and the Management Committee.

Main areas of responsibility

* To provide direction and leadership to the Club, dealing with issues as and when they arise.
* To Chair meetings of the Club; setting the agenda to support the development of the Club.
* To consult with the Secretary on the content of the agenda and minutes of meetings as necessary.
* To oversee decisions made by the Management Committee, sub committees, officers and other club personnel.
* To prepare and present the annual report in conjunction with the Secretary (if necessary).
* To prepare and present the annual accounts in conjunction with the Treasurer (if necessary).
* To be involved, where appropriate, in the coordination of all club activities.
* To ensure that statutory documents and other returns are filed on time.
* To maintain a good relationship with all our links including Swim England South West, Somerset ASA, pool providers and local authorities.
* To report to the officers of the Club Management Committee at the first opportunity of any instant decisions taken and ensure that all policy decisions are ratified by the Club Management Committee.
* To help ensure the correct and smooth running of all aspects of the Club in accordance with its rules, constitution and by-laws and also Swim England law and UK law.

Required Commitment

This will vary but will include attendance at club meetings and could include attendance at meetings with the Local Authority, pool operators, Swim England and County Sports Partnership staff. There may be other time commitments in addition to this in order to fulfil the above criteria. There will be an ongoing commitment to deal with issues as and when they arise. You will also be required to attend and run monthly Management Committee meetings.

Available support

* Access to resources and guidance via the ‘Club Hub’.
* Direct contact with and support from the Swim England Club Development Officers.
* Direct contact with and support from the Swim England Volunteering Team.
* Access and support from other Swim England teams as required by your club, including (but not limited to), membership, Institute of Swimming, England Talent Teams, and Discipline specific Development Officers.

Benefits for you!

This is a pivotal and highly rewarding role the success of which will significantly impact the Club and will be determined by your own ambitions and enthusiasms. As well as your ability to guide and engage others, it is an opportunity to take on a new challenge and influence the future direction of your club. Contribution to ensuring a safe and well-managed club

Training requirement

* Current Safeguarding and Protecting Children certificate