



HOPE VALLEY NETBALL CLUB

0420 203 293

Leeds Avenue, Hope Valley SA 5090

VICE PRESIDENT

The Vice President is responsible for carrying out the President's role for the Hope Valley Netball Club when the President cannot fulfil their duties. The Vice President works collaboratively with the President with respect to the overall administration of the club. The Vice President is elected by the Hope Valley Netball Club members and is accountable to the club members and club committee.

Responsibilities and Duties:

The Vice President will:

- Be completely informed of the President's role/duties in order to effectively carry those responsibilities on, as needed
- Raise any concerns with the President when they arise
- Assist in providing effective, efficient leadership
- Manage committee and/or executive meetings including the annual general meeting including the associated reports, in the President's absence
- Represent the club/group well and serve as a positive role model
- Encourage a club that is inclusive, supportive, and strengthens the community
- Assist the club committees with their duties as needed
- Collaborate with the President to ensure the planning and budgeting for the future is carried out to allow the club to be sustainable and operate in accordance with the wishes of the members

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 organisations members.

Election and Term

The Vice President is elected at the AGM for a 12 month term.

The committee understands that all volunteers have other commitments, whether that is work or family. These duties (including response to emails / calls) can be managed around those commitments. This role also requires the volunteer to join the Committee. Please feel free to call me on 0466 668 845 if you would like to discuss this role further.

Regards,
Keith Waugh
President