

AC Delco Committee

Role description:

Chairperson

1. Ensure the club is run and managed in accordance with its constitution.
2. Lead and co-ordinate the general affairs of the Club.
3. Lead development of the Club including the establishment and implementation of a three year development plan.
4. Represent an unbiased viewpoint allowing free discussion and exchange of ideas to take place.
5. Take a high-profile stance within the Club, County and with Archery GB to promote the aims and activities of the Club.
6. Chair all club meetings and any other meetings called to discuss club business, including for those called as an E.G.M. and the A.G.M.
7. Use a casting vote in decisions where necessary at meetings.
8. Lead the Committee in making decisions for the benefit of the whole Club including disciplinary matters and grievances.
9. Deal with problems that may arise within the Club, in consultation with the Executive Committee members, where these require immediate action.
10. Assist the Club Secretary to produce agendas.
11. Support the Committee in delegating tasks.
12. Approve agreed expenditure and act as a signatory in connection with the Club bank accounts.
13. With the Membership Secretary: Record on Sports 80 (Archery GB club management system) beginners' courses, have a go sessions and demonstrations.

October 2022