Role: Chair

**Name of Club:** Club Name

**Role:** Chairperson

**Responsible to:** Club Committee

**Deadline for applications: XX/XX/XXXX**

**Responsibilities:**

* Lead on strategy and future developments of the club
* Support the efficient running of the club
* Chairing regular committee meetings and the Annual General Meetings (AGM)
* Recruiting new committee members, taking into consideration skills, experience and diversity
* Communicate with various members within the club
* Being actively involved in creating and following a Club Development Plan
* Representing the club at local, regional and national events and activities
* Assist the club to fulfill its responsibilities to safeguard children at club level
* Ensuring an understanding of the legal responsibilities of the club to which the club complies
* Taking responsibility for personal conflicts of interest and declaring, recording and managing these appropriately

*Please send a short supporting statement about why you think you would be successful in this role to ………………………..*

*These are some examples of responsibilities – please change this to fit your club/organisation*