



## Role Description - Club President

**Role:** The Club President is the principal leader of the club and has overall responsibility for club management and administration.

**Responsible To:** Club members and affiliated parent associations.

**Responsibilities:** The Club President is the principal leader of the club and has overall responsibility for the management of the club. The President:

1. Ensures the Club is managed in accordance with its Constitution
2. Is the chair at every Executive Committee or General meeting
3. Is the 'face' of the club and represents the club at all relevant president's conferences and state and national meetings as required
4. Has overall responsibility for the club's management and administration
5. Is responsible for calling all executive and general committee meetings
6. Represent HLSC as a non-voting member of the LSV Lifesaving Operations Council

**Member of:** Club Board.

### Knowledge & Skills Required:

#### 1. Essential

- a. Well informed about Club activities
- b. Is aware of the Club's future direction and plans of members
- c. Has a good working knowledge of the constitution, rules and duties of all club office holders and sub-committees
- d. High degree of leadership skills, including the ability to organise and delegate tasks
- e. A strong communicator
- f. Is able to allocate consistent weekly effort to the performance of the responsibilities and duties of the President
- g. Possess a Working with Children check

#### 2. Desirable

- a. Previous or current patrolling member
- b. A previous Board Director (apart from President)
- c. An effective negotiator and facilitator

**Duration of Appointment:** One year.

**Method of Appointment:** The President is appointed by a vote of members at an election held at the Club AGM in accordance with the Club Constitution.

**Estimated Time Commitment Required:** The estimated time commitment required from the Club President is 10 hours per week.