



WIMBORNE ORIENTEERS

Wimborne Orienteers

ROLE DESCRIPTION: CLUB CHAIRPERSON

RESPONSIBLE TO: The Club Membership

DUTIES:

- Acting as a spokesperson and ambassador for the club.
- Leading the club in terms of strategy, vision, and mission.
- Point of contact for British Orienteering, SWOA and other organisations
- Motivate and enthuse the committee and wider membership.
- Ensure that committee members are aware of their roles and responsibilities.
- Call and chair committee meetings ensuring:
 - A balance is struck between time-keeping and space for discussions.
 - Business is dealt with and decisions made.
 - The implementation of decisions is clearly assigned and monitored.
- Hosting of prizegivings and award ceremonies.
- Appointment of sub-committees and key club roles.
- Delegation of tasks and duties.
- May be called upon to act as mediator.

DESIRABLE SKILLS AND QUALITIES:

- A willingness to lead the organisation.
- Possesses tact, diplomacy and powers of persuasion.
- Excellent communication skills.
- Possesses relevant knowledge of orienteering.
- Has the relevant skills to run a meeting well.

APPOINTMENT:

- Appointment is made in accordance with the Club Constitution.
- Elected at the AGM.
- Maximum re-election term is 3 years.