

# **Radley AC**

## **Chairperson**

### **Job Description**

The Chairperson of Radley AC will be responsible for the following:

1. Chairing meetings of the Executive Committee, and assisting in making decisions which will be of benefit to the Club as a whole.
2. Overseeing the running of the Club.
3. Dealing with any matters relating to unacceptable behavior by either an athlete, or volunteer of the Club
4. Assisting the Treasurer in managing the accounts by being a signatory to the Clubs account.
5. Chairing the AGM on an annual basis.
6. Provide a figure-head for the Club at important functions.
7. Ensuring the Club, via the Committee, develops in line with the initiatives of the Governing bodies to which it is affiliated therefore staying up-to-date.
8. Deal with other matters as and when they arise as appropriate.