

Ringwood Golf Club

Position Description



President

General

The President is both the business and social head of the Club and is responsible for the general well-being of the Club. His commitment therefore is directed towards the ongoing development of the Club within its rules, policy and philosophy. He should possess a sound background knowledge of the Club, its history and its constitution and have an awareness of its legal and social responsibilities.

Specific duties

- The President will be responsible for the conduct of general and committee meetings.
- To ensure meetings start on time.
- To have a prepared agenda circulated in advance of meeting so as committee members come prepared.
- To follow this agenda and have a good knowledge of the items contained in it.
- To conduct meetings in a manner that is unbiased but not passive and be able to lead and direct proper discussion without diversions.
- As an ex-officio member of all sub-committees the President should attend these meetings when necessary, but should not interfere with the running of these meetings.
- Maintain and control the clubhouse alarm, its keys and register of users.

Leadership role

- To ensure that decisions and policies of the committee are carried out correctly and promptly.
- To be firm but not dictatorial to ensure that difficult or controversial problems are discussed with fellow officers of the Club and are handled correctly.
- To always be encouraging to committee members and make them aware of the responsibility of their position in the Club.
- To take an active interest in members and the concerns that they may have.

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Obligations

- To set the standard in dress and behaviour and lead by example.
- To host official visitors and visiting clubs.
- To support as many social occasions as possible.
- Be prepared to make formal and informal speeches at club events/occasions.
- To always have great pride in the Club and its members?

Summary

The President has a responsibility to the members of the Club for its well-being and progress, and should facilitate the smooth operation of the Club and its committee. The President should lead the Club in an unobtrusive manner with an awareness that it is a place where members come to enjoy themselves.