

JOB DESCRIPTION: CHAIRMAN

JOB TITLE: Chairman

ACCOUNTABLE TO: General Committee

SKILLS REQUIRED:

1. Approachable & friendly.
2. Good organiser
3. Experience in swimming organisations & committees.
4. Knowledge of ASA/ Club rules.

MAIN DUTIES

1. Chair bi-monthly general committee meetings. Plus AGM.
2. Attend any sub-committee meetings.
3. Liaise with all club volunteers & secretaries regarding the smooth running of the club..
4. Liaise with general committee on any immediate decisions.
5. Keep up-to-date with all new/changes in ASA/club rules.
- 6.To follow & Promote the ASA Child Protection & Code of Ethics policies.

Signatures: Officer_____Date:_____

President_____Date: _____