

CLUB PRESIDENT:

As an Executive Committee position the President is required to attend monthly meetings whenever possible.

Reporting & Relationships:

- The role is one of the Briars Hockey Club Executive Committee positions.
- There is no person the role reports to.
- The role works closely and collaboratively with other members of the Briars Hockey Club Executive Committee; other heads of the different sports within the Briars Sports Club; the Chairman and General Manager of the Briars Sports Club; Presidents of other hockey clubs; and the executives of the various bodies of the competitions that our hockey club competes within.

Purpose of the Position:

- To be a genuine leader of the Briars Hockey Club, and a strong advocate of the sport within the overall Briars Sporting Club.
- To be a highly visible presence within the hockey club, by attending a wide variety of games, events and presentations across the Juniors', Womens', Mens' and Masters competitions.
- To ensure there is consistent alignment (within both the Committee and the general Briars hockey community) with the agreed culture, values and goals of the Club.
- To be the key figure responsible for the maintenance of Hockey Club sponsorship deals each year, and to help drive the development of additional sponsorship opportunities.
- To support the club Vice Presidents and Secretary as necessary in their roles, and within the player groups.

Responsibilities & Duties:**Management**

- To attend and chair the monthly meetings of the Briars Hockey Club executive meetings.
- To attend and represent Briars Hockey at the Briars Sports Committee meetings, held every second month at the Briars Sports Club.
- To facilitate and mediate decisions on issues raised by players, committee members, coaches or hockey community members, in conjunction with the relevant hockey Vice President.

Communication:

- Coronation Grant – Prepare and submit the hockey club submission following Hockey Committee agreement.
- RB Clarke Scholarship – Manage the process to identify worthy recipients, and ensure submission of requests to Briars Sports Club.
- Manage submissions for any additional relevant grants as they arise.
- Following receipt of grants monies, and in conjunction with Club Treasurer, ensure complete expenditure and correct allocation within Club accounts.
- Be aware of, and co-ordinate relevant submissions to any additional grants available to the club.

Grants & Scholarship Management:

- Create/maintain the Briars Hockey Sponsorship packages each year.
- Identify businesses in the local community to approach for Sponsorship for the following season. Follow up these communications and secure sponsors.

- Notify the Treasurer and Secretary of sponsors secure and forward the agreement and contact details so invoices can be raised and the Secretary can manage their entitlements.

Skills & Experience:

- There are no specific qualifications or experiences needed to be able to successfully carry out the role.
- A long association and love for the Briars Hockey Club would be the minimum requirement for the role.
- It would be useful to have had experience in dealing with people at all levels of companies, organisations and associations.
- Whilst not essential, the role is suited to a senior member of the hockey club, who has had many years of amicable experience dealing with peer groups, sports committees, local government representatives, and the local council.

Personal Qualities:

- A person who is proactive and positive in dealing with issues confronting the Club.
- A person who has excellent written and verbal communication skills.
- A person who is able to deal amicably with people at all levels of an organisation, from CEO's down to contract cleaners.
- Someone who is able to balance their personal life with the time demands of the role.