

General Committee Member

Role of the General Committee Member

The role of the General Committee Member is to provide assistance and support to the Cambridge Basketball Club Committee of Management, to ensure the efficient operation of the Club.

Appointment of the General Committee Member

The General Committee Member is appointed at the Annual General Meeting (AGM) for a term of 1 year.

Responsible to:

The General Committee Member is directly responsible to the Committee of Management of the Cambridge Basketball Club.

Relationships

The relationships of the General Committee Member include:

1. Cambridge Basketball Club Committee of Management
2. Cambridge Basketball Club Coaches & Team Managers
3. Suppliers

Position Description

Duties of the General Committee Member

The duties of the General Committee Member include:

- Attend all Club committee meetings as scheduled.
- Participate in discussion and decision making of the Club committee, and support decisions made by the Club committee.
- Either assist another Club committee member in their role, or be part of a sub-committee eg. fundraising, Presentation Day.
- Provide a regular sub-committee report at Club committee meetings.
- Have a good working knowledge of the Association and its regulations.
- Be aware of future directions of the Club.
- Be available to help with standard committee duties.
- Be available to attend and assist with preparations for the annual Presentation Day.

Effective

This policy takes effect from 26th November 2016 and may be amended from time to time as necessary.

Authority

This Position Description has been tabled and unanimously voted upon at a meeting of the Cambridge Basketball Club Committee of Management.

This policy is authorised by the Club's President and Club's Secretary on behalf of the Committee of Management.

Kristine Date
President

Sue Sheridan
Secretary