



### **Club Chairman**

The Chairman is responsible for the ultimate achievement of the strategic ambitions of the club as well as the overall management of its operational activities.

He/she will:

- Chair meetings and act as senior club officer throughout the year, by making decisions whenever the need arises, in consultation with other club officers when appropriate
- Attend meetings in a neutral and uncommitted capacity and enable the group to have a meaningful discussion with a neutral person in the chair
- Provide direction for the club by effective leadership and management
- Monitor and evaluate the progress of agreed actions – both short term and strategic
  - Ensure that succession and forward planning are integral and ongoing in the club
- Constitute and resource any special working groups and ensure that their activities are reported to the Executive
- Manage other Club Officers to ensure the delivery of their responsibilities
- Ensure that the Club structure and responsibilities are transparent and available to the membership
- The Chairman must work in close liaison with the Executive Committee, Club Secretary and Chairman
- The Chairman must also set the agenda for meetings and ensure it is in line with the club, Branch and RFU policies
- Act as a mediator in the event that disagreements arise between particular sub committees or sections
- Ensure that the safety statement is reviewed regularly and its operation monitored