



Position Description – General Committee Member

OVERVIEW:

To provide support to Executive and Portfolio leaders to ensure the efficient operation of the club.

Each General Committee member is expected to assist in specific roles and act with the Club's best interests at heart. More importantly, the people on the General Committee should be there because they want to make a difference and help the Club achieve its goals.

RESPONSIBILITIES:

- Assist the Executive and Portfolio leaders in their duties as required.
- Be willing to accept responsibility and undertake tasks at the request of the Portfolio Leaders.
- Attend monthly club committee meetings.
- Participate in discussion and decision making of the committee.
- Assist with game day duties.
- Be willing to be deputized for other Committee roles as required.
- Have a sound understanding of the Committee Group and the roles within it.

ACCOUNTABILITY:

- General Committee members are accountable to the Executive and Portfolio Leaders.
- Must seek ratification from the Executive and Portfolio Leaders prior to committing the club to any financial expenditure or action.
- Provide a report of any current portfolio for each committee meeting.
- Be committed to the Club's vision.

COMMITMENT LEVEL:

The time commitment required as a General Committee member is dependent on the roles you undertake. You are expected to assist on Game day duties regularly throughout the season and will be rostered on accordingly.



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ESSENTIAL:

- Dedicated club person.
- Ability to provide calculated opinion in group discussions at committee meetings.
- Passion to see kids become the best they can be
- Friendly personality.
- Effective communicator.
- Be discreet and able to maintain confidentiality on relevant matters.
- Enthusiasm for the great game.
- Be a team player.
- Be ethical, honest and trustworthy.

USEFUL SKILLS:

- Financial literacy
- Communications
- Funding/Sponsorships
- Tradespeople
- Grant Submissions
- Project Management
- Event Management

An effective General Committee is comprised of people with an appropriate range of skills and in general they should exemplify the above qualities.