



Roles & Responsibilities

VICE-CHAIRMAN

ROLE

To assist the Chairman to ensure an efficient and well run club

USEFUL SKILLS & EXPERIENCE

- Knowledge of cricket/sports clubs
- A background in leadership and management would be desirable
- Good problem solving skills and the ability to deal efficiently with problems and issues that may arise
- Needs to be approachable and contactable
- Excellent communicator
- Reliable and committed
- Friendly
- Approachable
- Leader
- Enthusiastic
- Open to new ideas
- Supportive to other volunteers

TASKS

- Attend monthly Governing meetings
- Chair monthly Governing Committee meetings in the absence of the Chairman
- Manage ad-hoc projects at the request of the Chairman
- Assist the Chairman to motivate others in a co-ordinated and progressive way
- Deputise in the Chairman's absence to represent the club on formal occasions and to external bodies i.e. County Board, ECB etc.

The above list of tasks is not exclusive or exhaustive and the post holder will be required to undertake such tasks as may reasonably be expected within the scope the role.