<u>Club Chairman</u>

The role of the Club Chairman is to co-ordinate the management of the club for the benefit of its members.

- Be a good people person and the "face" of Horsham Joggers, also be a visible presence and be able to relate to all age groups and sections of the club and deal diplomatically with any problems that arise.
- Produce the week@ or similar for club members on social media deliver the briefing on Tuesday night, where possible.
- Chair meetings every 6 -8 weeks and host annual events such as the AGM and Awards Night, liaising with the other officers of the club to ensure all information and equipment is available.
- Work closely with the other committee members, helping to support club initiatives and co-ordinating club evenings and events.
- Make sure any necessary decisions are taken with a vote and if equal, the Chairman has the casting vote and take any actions out of the meeting and ensure they are carried out.
- Interact firmly, yet diplomatically, when liaising with third parties.
- Adhere to any related data and privacy principles.
- Present an overview of the club year at the AGM.
- Present any cup or awards at club events.