



Role Title	Vice-President
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Time Commitment	Approximately 1 day per month. There are 7-10 Executive Committee meetings per year and the Vice-President, in the absence of the President will be expected to chair and lead those meetings and lead the Annual General Meeting as well as any additional General Meetings as required.
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Period of Office	The Vice-President will serve for a term of 2 years, then will be appointed President serving again for a term of 2 years.
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Remuneration	This is a voluntary role. However, all reasonable travel and subsistence expenses will be reimbursed at the discretion of the club.
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Role Summary	
	<ul style="list-style-type: none">• Support the President.• Provide leadership and direction to the Executive Committee enabling it to fulfil its responsibilities in providing sound governance and strategic direction for the club.• Ensure that the club pursues its core purposes as set out in the constitution as well as meeting its obligations the club rules, the law and relevant legislation/regulations.• Work in partnership with the Club Manager to support employees, helping them achieve the aims of the organisation; and to optimise the relationship between the Executive Committee and staff.• Facilitate Executive Committee meetings with well-rounded and carefully considered decision-making.

Responsibilities	
	<ul style="list-style-type: none">• Undertake assignments at the request of the President, act for the President when the President is not available.• Support the President in the formulation of club strategic plans and support regular reviews of the long-term strategic goals.• Ensure that the Executive Committee fully understands and implements good practice in respect of governance and leadership.• In the absence of the President, to chair and facilitate meetings, bringing impartiality and objectivity to the decision making process.• Monitor decisions taken at meetings and ensure they are implemented.• Liaise regularly with the Club Manager and the Treasurer to maintain a clear grasp of the club's financial position.



- Support the President in building a high performing team of Committee Members, drawing on each persons' skills and knowledge as they contribute to club goals.
- When chairing Executive Committee meetings, ensure that:
 - They are properly convened with due notice.
 - There is open discussion and all members have an opportunity to contribute.
 - The majority vote of members is taken and declared.
- Provide constructive support to the Club Manager and Golf Manager guiding and supporting their work.
- Maintain careful oversight of any risk to reputation and/or financial standing of the club.
- Represent and be an ambassador for the club and its members at appropriate events, meetings or functions.
- Build positive relationships with club members, understanding their diverse needs and uniting their voices.

Person Specification

The Vice-President should be able to demonstrate skills in facilitation, strategic planning and team development. This leadership role is critical to the long-term success of the club as the Vice-President deputises for the President in leading the Executive Committee, champions the club's values and encourages the membership to engage in the club's future.

Role Competencies

Demonstrating strong business acumen	Has an understanding of the key business drivers that will help create a sustainable club. Can use sound commercial principles to further develop the club's best interests.
Ability to influence	Understands how to navigate club, business and external environments to create the best offer for members and visitors.
Demonstrates by actions a thorough understanding of good governance	Understands and implements the rules and governing principles of the club.
Highly developed communication skills	Demonstrates excellent oral and written communication skills. Communicates plans and activities in a manner that gains members' involvement and confidence.
Demonstrates honesty and integrity	Instils mutual trust and confidence, creates a culture that fosters high standards of ethics, behaves in a fair and ethical manner toward others.



SICKLEHOLME GOLF CLUB
ROLE PROFILE

Innovation and Problem solving	Generates innovative solutions to diverse situations by trying different and novel ways to deal with problems and opportunities.
Strong planning and organising	Prioritises activities and develops plans to achieve them.
Ability to be flexible	Is open to change and new information; adjusts rapidly to new situations warranting attention and resolution.