



Donvale Dunkers Basketball Club President

March 2024

Role: Club President

Reports to: Executive Committee

Committee member: Yes

Expected hours of work: 8 hours per month, variable by month

The Dunker's Club President has overall responsibility for the Club's operations.

The major functions of the President are

- To facilitate effective committee meetings.
- Ensure child safety is upheld by every member of the club

Responsible To

The President is elected by the committee members and responsible for representing the views of the Club members. To carry out this role effectively, the President should be active in the Dunkers community and available for members to see and chat to, as this is the best way to build community and receive feedback about any areas of concern.

Responsibilities and Duties

- Manage general committee and team selection meetings
- Represent the Club (or arrange a delegate in their place) at Nunawading Basketball Association/MEBA meetings and their sub-committees as invited
- Can maintain confidentiality where discussing incidents and concerns
- Act as a facilitator for Club activities such as training nights and Presentation Day
- Ensure the planning and budgeting for the future is carried out in accordance with the wishes of the members.

Knowledge and Skills Required

Ideally the President is someone who:

- Can communicate effectively
- Is well informed of all organisation activities
- Is aware of the future directions and plans of members
- Has a good working knowledge of the child safety policy, club policies, and the duties of all office holders
- Is a supportive leader for all organisational members
- Is comfortable with some public facing duties, such as MC or speaking at Club events



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Estimated Time Commitment Required

The time commitment required to fulfill the above duties is estimated at 1-2 hours per week, excluding attendance at Committee meetings or other external meetings.

It is recognised that during the few weeks around registration, leading up to the start of each new season there will be a peak period of duties to be met, but that would not be in excess of an additional 1-2 hours per week for that period.

As a volunteer position, this time commitment is greatly valued by the Club and recognised as a vital part of keeping the Club running smoothly.

WORKING DRAFT