

Royal County of Berkshire Bowling Association

ROLE PROFILE

PRESIDENT



To be the formal joint head, along with the Ladies or Men's President of the Organisation, with specific responsibility for your section and to uphold the Constitution.
To lead the Executive Committee (alternate years), supporting and overseeing their responsibilities, encouraging open discussion, and ensuring decision making is fair.
The post holder is a member of the Executive Committee. The Deputy President becomes the President for a one-year period at an AGM and attracts an honorarium.

Who will I work with?

- Other members of the Executive Committee of the Organisation
- Officers of the Organisation's Management committee.
- All appointed Officers.

What will I do?

- Attend AGM annually in November acting as Chairman in alternate years.
 - At the AGM hand over office to Deputy.
 - Attend Executive Committee Meetings. Chair with casting vote in alternate years.
 - Competition Committee Chair. Meetings as needed with Competition Secretary and General Secretary.
 - Attend the Council Meeting annually in October and deliver a speech to Club representatives.
 - Chair the Selection Team for Friendly Association and Competitive matches.
 - President selects own rink from those available in advance of the meeting.
 - Lead all Association Friendly Matches, welcoming opposition players and visitors; giving thanks to the host club for loan of their green and hospitality; presenting awards/prizes to players; giving presents to the opposing County President as well as to club helpers.
 - Present any Colt/County Badges
 - Support all John's, Walker, Middleton cup, Home Counties League, any Junior events and Balcombe trophy by attending all matches possible.
 - Support final stages of all competitions – (Quarter, Semi and Finals days, including the Double Fours, Top Club Final, Two Wood Singles day, Benevolent Two Wood Triple Days)
 - Support all Berkshire players playing at the National Finals at Leamington.
- Special Games/Events:**
- Choose the clubs to hold President's Days across the whole County with the aim of promoting the County to club members and recognising special events in specific clubs eg. historic milestones or new initiatives. Presentation of prizes, giving thanks and making a speech as appropriate.

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	• Host and organise the annual Secretaries, Captains & Officers President's Invitation Day in early May. Give gifts to the Executive Committee, present prizes, give thanks to helpers, make a speech as appropriate and introduce the President's chosen charity if required. • Organise and select teams for the two BWIBA and the Ladies section of the Organisation Indoor v Outdoor matches and President V Senior President match if required. • Attend the County Presentation Lunch/Dinner if required and give a speech. • Attend, or organise a representative to attend, the Bowls England Presentation Dinner, Awards Ceremony and any individual Club Presentation/Special invitation events if required. • Take responsibility for the Organisation's flag and take to events. • Organise a County Tour if desired. • Attend any extra ad hoc meetings as required. • Prepare a report for the Council meeting. • Always follow agreed etiquette when representing the Organisation.
What do I need to do this role?	• To be approachable and friendly • Good communication skills – verbal and written. • Well organised • Good IT skills • Have excellent attention to detail and accuracy
What are the benefits and how will you support me?	• Satisfaction of making a vital difference to the County and the players within it • Being part of a team • Learning new skills and using your ability to carry out administrative and management tasks.