



Cam Cricket Club
The Pavilion, Everlands,
Cam, Dursley,
Gloucestershire, GL11 5NL
www.camcc.co.uk



VICE CHAIRMAN – ROLES AND RESPONSIBILITIES

Role: To assist Chairman to ensure an efficient and well-run club.

Useful skills and experience: Knowledge of cricket 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
Experience of using maintenance equipment
Friendly
Approachable
Leader
Enthusiastic
Open to new ideas
Supportive to other volunteers

Tasks

- Assist the Chairman with leading the club to meet their vision
- Attend CCC Management Committee Meetings
- Chair meetings of the Cricket club and to co-ordinate all club activities in the absence 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
- Ensure the Clubmark criteria are adhered to and carry out annual application for reaccreditation, in consultation with Junior Chairman and Welfare Officer(s)
- Act as ex-officio member of all sub committees
- Manage ad hoc projects at the request of the Chairman

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.