



## Shropshire Archery Society

### Chairperson's Job Description

- Nominees must be affiliated to AGB, County and West Midlands Archery Association.
- Chairperson is responsible for planning the Counties future and managing the efficient running of the County day to day.
- The Nomination for Chairperson is to be elected at a County Annual General Meeting. For a term of three years, more than one term is permitted.
- To attend and Chair General meeting and AGM's whenever possible.
- The Chairperson will have the casting vote in the event of a tie.
- To ensure committee members carry out their roles and responsibilities effectively.
- To facilitate meetings to enable all members to participate in decisions being made.
- To provide direction for the County by effective leadership and management.
- In collaboration with the County Secretary take responsibility for organizing agendas for meetings including the Annual General Meeting.
- Chairperson to attend County shoots whenever possible and present awards.
- In the event of any disciplinary issues within the County he/she will take the issue to the County Welfare officer to action.
- The chairperson is to represent the County at internal and external events.