

## **Purpose**

The President or Chairperson is like the captain of the club/society ship. They lead the way in running the show and represent the club/society to the world. Their main job is to set the agenda for the year, guide the committee, and make sure meetings run smoothly.

## **Responsible To**

The President is elected by the club/society members and is their voice in the leadership.

## **Responsibilities and Duties**

The President/Chairperson wears many hats. They're in charge of:

- Shape the club's vision and set yearly goals.
- Run committee and annual general meetings.
- Be the face of the club at different levels.
- Guiding club activities and future planning.
- Ensure plans align with member wishes.

## **Knowledge and Skills Required**

- Effective communication.
- Good understanding of club activities.
- Awareness of members' needs and future plans.
- A good working knowledge of club rules and duties.
- Supportive leadership and passion for the club and its goals.

## **Time Commitment**

The time commitment can vary from a half-hour to a few hours per week, depending on the club's size.

## **Term**

The President is appointed for a one year term. They are elected at the AGM usually held in September or October and remain President until the next AGM. There may be no limit on how many years in a row that a President can hold that position, but there must always be a nomination and voting at each AGM.