



East Midlands

England Fencing

Volunteer Role Description – Club Representative x 2

The Club Representative will be a point of contact for the Fencing Clubs in East Midland

As the Club Representative you will be in a position to pass to the committee ideas and suggestions to improve the profile of the EM in your area.

As a Committee Member, you won't have an area of specific responsibility, but you'll be there to add all-important strength and depth to a committee.

You will have ideas and be able to assist other members of the committee where appropriate, either with specific projects or at events as required.

Term of Office	1 Years
Responsible to	EM Committee
Selection Process	The Club Representatives will be elected at AGM Full Members may submit nominations 14 days prior to the AGM. If there is more than one nominee for office then a ballot shall be held.
Purpose	To liaise with each club and its members Assist other members of the Committee where appropriate, wither with specific projects or events Represent the Clubs and Members from area. To be aware of current issues that might affect the organisation. Increase awareness and participation of EM
Qualities/Skills	Good communication and interpersonal skills. Impartiality, fairness and the ability to respect confidences. Good time-keeping. Tact and diplomacy. Understanding of the roles/responsibilities of the Management Committee. Supportive and Encouraging
Expenses	Reasonable travel expenses may be claimed for travel to meetings/events
Time Commitment	Approximately 6 EM Committee Meetings per year 5 Competitions per year Agreed external meetings and events A minimum of 1 hrs per week, more at peak times around events in the season