

TYNE AND WEAR COUNTY NETBALL ASSOCIATION

ROLE DESCRIPTIONS OF COMMITTEE MEMBERS



a) Chair

- Be a figurehead for the County Schools and Clubs.
- Act in the best interests of netball across the County at all levels and ensure that the Committee administers all facets of netball for the benefit of all Affiliated Members.
- Be responsible for the Committee in managing the affairs of the County in line with England Netball, North East Region and Tyne and Wear County Governance Policies, guidelines and/or constitutions.
- Be familiar with the relevant Policies, Constitutions and Byelaws.
- Represent the County at Regional and National Level as required.
- Be familiar with general rules for Committee procedure and business in hand
- Take the chair at meetings (as indicated in the Constitution) and conduct in an organised manner.
- Promote and listen to discussion and clarify decisions, guiding the course of Committee deliberations towards achieving its aims. Express opinions but try to see all points of view.
- Liaise with the Secretary on the Agenda for each meeting and approve the Minutes before circulation.
- Keep a 'watching brief' over the work of the Officers and Standing Sub-committee Secretaries
- Be responsible in conjunction with the Secretary for organising the AGM
- If unable to attend a meeting, ensure that relevant information is submitted and that an alternative person takes the Chair.
- Ensure that no policy decision is taken until the whole committee has had a voice.
- Ensure that the name of Tyne and Wear County Netball continues to be respected.
- Ensure the county adheres to England Netball Duty of Care Guidelines.