

# Vice President

## St Mary's Sharks Basketball Club



The Vice President assists the President in the management and administrative operation of the Club and provides leadership and support to members. In the absence of the President, the Vice President will take on the role and activities of the President.

Specific duties include but are not limited to:

- Convene quarterly meetings and act as a chairperson at all meetings.
- Chair Committee meetings ensuring that they are run efficiently and effectively.
- Act as a signatory for the Club in all legal and financial purposes.
- Serve as spokesperson for the Club at Club meetings and any other event that may arise.
- Oversee the activities of the Club and committee to strive to achieve the Clubs objectives, goals and relevant business plans.
- Assist in the development of partnership with sponsors, local government and other organisations.
- Ensure that all members perform their duties in a manner consistent with the objectives of the club.
- The President shall vote as a Club member in all ballots and shall also have a casting vote in the event of a tie.
- Deal impartially with any concerns of club members.
- Attend committee, DVBA, coaches and club meetings as scheduled.
- Prepare the Annual General Meeting report and present this to the Club.
- Planning future directions.
- Assist with development of policies and procedures.

**Contact:** [vicepresident@stmaryssharks.org.au](mailto:vicepresident@stmaryssharks.org.au)