

*Please note all role descriptions are for guidance only. Please adapt this basic information to ensure it is relevant to your requirements.*



**ENGLAND  
HOCKEY**

# Chair

## Purpose

To provide vision, leadership and business planning to help develop all aspects of the club, from playing and team development to running the administration and fundraising. Ensuring that support for succession planning is in place, for the benefit of all.

## Key Tasks of the Role

### 1. Arrange and lead meetings

Arrange and chair Management Committee meetings including Sub-Committee meetings concerning club policies and Special/Annual General Meetings, working closely with the Secretary to prepare the agendas, minutes and Annual General Report from these meetings.

### 2. Implement policies and strategies

Use the latest legislation to ensure health, safety and welfare policies are implemented. Lead the creation of your club development and business plans.

### 3. Ensure club representation

Make sure the club is represented at County, Regional and England Hockey meetings.

## Is this Role for you?

If you are a charismatic and inspiring leader with experience in effective management and business administration, strong communication skills, and a diplomatic and discreet manner, you could hold the most prestigious, highly respected and incredibly rewarding position within the club, ensuring that the club reaches its full potential.