

Role of the Swim England South West Region Water Polo Technical Committee Chairperson

The Chairperson is seen as a figurehead, ambassador and a principal officer for the technical committee. A Chairperson is an elected member of the committee with responsibility for overseeing the running of the committee.

Duties of the Club Chairperson

- Provide direction and leadership to the Water Polo Technical Committee.
- Be an adviser to the Financial Officer for dealing with budgets for the Water Polo Technical Committee.
- Chair and control the meetings of the Water Polo Technical Committee.
- Be involved, where appropriate, in the coordination of all Water Polo Technical Committee activities.
- Oversee decisions made by the management, sub committees, officers and other Water Polo Technical Committee personnel.
- Present an annual report in conjunction with the Water Polo Manager.
- Present the Budgets in conjunction with the Financial Officer.
- Consult with the Water Polo Manager on the content of the agenda and minutes of meetings.
- Help ensure the correct and smooth running of all aspects of the Water Polo Technical Committee in accordance with its rules, constitution and by-laws and also Swim England law and UK law.
- Ensure that statutory documents and other returns are filed on time.
- Maintain a good working relationship with the pool providers(s).
- Advise the Financial Officer on the use and investment of funds available to the Water Polo Technical Committee and report to the officers of the Water Polo Technical Committee at the first opportunity of any instant decisions taken, and ensure that all policy decisions are ratified by the Water Polo Technical Committee.
- To deal with issues as and when they arise.
- To fulfil any committee requirements, i.e. events and Technical Committee meetings.

Skills and qualities required

- Enthusiastic with a good knowledge of the sport and region.
- Be well organised and able to delegate.
- Have the ability to control meetings.
- Be a confident public speaker.
- Be unbiased and impartial.
- Demonstrate strong leadership skills.
- Be approachable, diplomatic and helpful.
- Have the ability to maintain harmony between the club and committee.

Level of commitment required

This will vary, but will include attendance at the Region's Water Polo Technical Meetings and could include attendance at meetings with the Regional Board, pool operators, and Swim England and County Sports Partnership staff. There will be other time commitments in addition to this in order to fulfill the above criteria.

Term of office

This will be according to the Region's Water Polo Technical Committee constitutions and election processes. Chairperson should be appointed each year at the first meeting of the year and hold office for one year.