

South Auckland Rangers Association Football & Sports Club
Club Rules Job Description
President

Responsible To: Board

Purpose:

The President is elected by the Club members at the Annual General Meeting, and responsible for representing the views of South Auckland Rangers Association Football Club members.

The President is the principle leader of the South Auckland Rangers Associated Football Club and sets the overall Board agenda (consistent with the views of members), helps the Board prioritise its goals and then keeps the Board on track by working within that overall framework. At the operational level, the major function of the President is to facilitate effective Board meetings. The President acts as Chair of the Board meetings and Annual General Meeting.

Responsibilities and Duties:

The President should:

- Manage Board and executive meetings
- Manage the Annual General Meeting and any Special General Meetings
- Represent the club at local, regional, and national levels as required
- Act as a facilitator for club activities and generally provide an advisory role
- Oversee committee performance to ensure correct procedures are followed
- Ensure the planning and budgeting for the future is carried out in accordance with the wishes of the members
- Manage disputes and complaints in a timely manner
- Evaluate personal performance annually reporting to the club Board and ensure succession of own position if applicable
- Review own position description to ensure accuracy and submit potential changes to the Board

Knowledge and Skills Desired:

Ideally the President is someone who:

- Can communicate effectively
- Is well informed of all organisation activities
- Is aware of the future directions and plans of members
- Has a good working knowledge of the constitution, rules and the duties of all office holders and subcommittees
- Is a supportive leader for all organisations' members
- Is the overall liaison office of the club with all external parties

Position Held By:

Signature:

Date Signed.



Updated October 2025