

What the Chair Does

Day-to-day – The role is mainly centred around helping the various volunteers to do their roles successfully. Answering questions, connecting people, suggesting ways forward and making decisions where the team members can't. There are 9 or 10 committee meetings a year where an agenda needs to be created, and the meetings run. We now have a timetable to guide the significant items to cover throughout the year. There is also some email to respond to, follow up threads and deal with external enquiries. However, most of these are directed to info@, which our admin assistant manages.

Periodically – When a new role is created, or someone resigns, some recruitment is required to ensure a good spread of effort, making sure the busy volunteers are not overloaded, and many people can each do a bit each. Recruitment is often a team effort too.

Proactively – The Chair will usually (but not always) lead larger projects that move things forward. For example, every few years, we re-visit the club plan. We published the new plan in June 2021, having agreed: a/ to delegate more to working groups for Endurance, Track and Field and the Junior Academy, b/ put a timetable for the main committee meetings, c/ some areas we wanted to put more focus on such as athletic development programs and reaching out to new demographics. Another example was the introduction of the new website built on WordPress. In this case, we created a small team of people with the necessary skills to determine our needs and work with a supplier to implement the solution.