



**Sacred Heart Pymble Football Club  
Volunteer Position Description**

**TITLE:**

President

**OBJECTIVE:**

To provide leadership of the club at strategic and operational level and represent club members at NSFA.

**RESPONSIBILITIES / TASKS:**

To develop and lead strategic direction for club  
Leader of club committee function  
Leader of club operations  
Club representative at NSFA level  
Club representative for Parish and school liaison  
Liaison with other clubs  
Club representative for other third parties  
Ultimate arbitrator with regards to any disputes

**ESTIMATED TIME COMMITMENT:**

Committee meetings and AGM. Prepare and attend: 6 x 4 hrs  
NSFA and other meetings: 5 x 2hrs  
Club event organisation and attendance: 50 hrs  
- Registration day  
- Grading day  
- Trial game day  
- Photos  
- Presentation day

Other misc: 50 hrs

Considered as average hours per month over a year: approx. 12-15 hrs per month  
Note that some of the duties are undertaken outside of regular season

**RELATIONSHIPS:**

**NSFA:** Club representative.  
**Club members:** Feedback, disputes, consultation.  
**Parish and School:** Club representative.  
**Committee:** Lead.

**ACCOUNTABILITY:**

Club members, NSFA, Parish, School

**ESSENTIAL/DESIRABLE SKILLS:**

Enjoy football  
Communication skills  
Organisation and administration skills  
Dispute resolution skills  
Consultative

Preferably has held other committee positions prior  
Knowledge of NSFA policies and procedures  
Knowledge of club procedures and policies