



POSITION DESCRIPTION

CLUB PRESIDENT

Position Summary

The President is the elected leader of the club, responsible for setting its strategic direction, and ensuring compliance with all legal and governance obligations. In collaboration with the Board, this role upholds the club's constitution, supports its members, and fosters a culture of integrity, accountability, and inclusiveness

Reports to: General Committee and Club Members

Position Type: Volunteer

Term: Maximum of Three Years

Key Responsibilities

Leadership & Strategy

- Guide the board and committees in setting and delivering the club's strategic goals.
- Ensure club operations align with defined objectives, culture, and member values.
- Monitor the effectiveness and coverage of executive, committee, and volunteer roles.

Governance & Compliance

- Promote strong governance practices including regular review of club documents.
- Ensure compliance with laws, policies, and sporting regulations.
- Advise on constitutional matters and uphold club rules and procedures.

Club Operations

- Oversee administrative, financial, and social operations in consultation with other Board members.
- Lead planning and budgeting initiatives in consultation with other Board members.
- Chair monthly meetings and the Annual General Meeting (AGM) in line with club constitution regulations.
- Manage sub-committee structures and encourage accountability and transparency.

Stakeholder Engagement

- Represent the club with competition administrators, councils, and external bodies.
- Serve as spokesperson at local, regional, and national levels as required.
- Maintain regular communication with sub-committees and internal stakeholders in joint with club secretary.
- Ensure members, coaches, and managers fulfill their responsibilities professionally in alignment with FV and club codes of conduct.

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Wyndham Vale North Reserve
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Conflict & Issue Resolution

- Respond to complaints and disputes as defined in club policy and constitution.
- Handle sensitive issues impartially, acting in members' and club's best interests as defined in club constitution and club and FV codes of conduct.
- Support and guide club members in maintaining respectful and safe environments.

Key Relationships

- General Committee and Sub-Committees
- Coaches, Team Managers, and Club Members
- Local Council and Competition Administrators
- Volunteers and Stakeholder Groups

Skills & Attributes

- Visionary and strategic with strong governance acumen
- Excellent communicator, able to unite diverse groups
- Fair and impartial in decision-making
- Organised, proactive, and supportive leader
- Adaptable and receptive to change
- Knowledgeable about club structures and sport-specific requirements

Time Commitment

- Minimum 3+ hours per week (*out of season*)
- Attendance at regular meetings and AGM
- Regular availability during season and planning periods

Training & Support

- Handover and mentoring of incoming President
- Ongoing support from General Committee and stakeholders
- Access to key documents, operational manuals, and club policies

Benefits

- Lead and shape the future of the club
- Champion values and drive a strong community culture
- Collaborate with committed volunteers and professionals
- Gain leadership experience in sport governance and community engagement

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