



Alton Junior Rugby Chairperson Terms of Reference



Main Purpose of Role

Responsible for the Youth Section of Alton RFC Ltd, known as Alton Junior Rugby in conjunction with the other officers of Alton Junior Rugby.

Actual Duties Involved

1. Ensure that a structure is in place to serve Alton Junior Rugby.
2. Ensure that all Alton Junior Rugby functions are fulfilled.
3. Ensure that discipline is maintained.
4. Ensure that succession and forward planning are integral and ongoing.
5. Ensure that the club structure and responsibilities are transparent and available to the membership.
6. Provide direction for the youth section by effective leadership and management.
7. Monitor and evaluate the progress of agreed short term and strategic actions.
8. Manage other club officers to ensure delivery of their responsibilities.
9. Liaise with other sections of Alton RFC.
10. Chair Alton Junior Rugby Meetings.
11. Represent (or arrange a representative for) Alton Junior Rugby on the Executive Committee of the club and outside agencies.
12. Available to discuss Alton Junior Rugby issues (particularly on Sunday mornings).
13. Attend such meetings and conventions as required by the Executive Committee.
14. Promote and ensure continued development of Alton Junior Rugby.
15. Promote ideas and activities to improve youth rugby in Alton and the surrounding areas.
16. Forge relationships with local schools and youth groups.

Liaison With

All committee members, all coaches, referees, local authority, Rugby Development Officer, general public, Rugby Union Student Liaison Officer, other clubs, the RFU and HRFU.

Responsible to

The Executive Committee of Alton Rugby Football Club Limited.



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Meetings to Attend

Executive Committee Meetings, AGM, HRFU meetings, RFU forums and meetings if appropriate.

Estimated Time Commitment

Average 1 – 3 hours per week throughout the year.

Term of Role

The Chairperson will be appointed for one year at a time, with the hope that the post holder will retain the role for a number of years.

Benefits

1. Reasonable travel expenses to agreed appearance events.
2. Alton Junior Rugby, as directed by the treasurer, will pay for other associated expenses.
3. Increase in profile within the rugby fraternity and local & national media.
4. Other benefits that may be set out by the club.

Other Information

The post holder should possess good communication, organisational and leadership skills.

Recommended Training

Sport England – Running Sport for Clubs – A Club for All Workshop, sports development planning workshop, developing sporting partnerships workshop, leadership and delegation (home study pack), motivation and team building (home study pack).

Amended 18/03/2007