

# **President – Position Description**

**Reports To:** Committee/Club Members

**Direct Reports:** Vice President, Secretary, Treasurer, Head of Football, Events and Sponsorships Manager, Child Safety and Wellbeing Manager (2 Roles)

**Other Key Stakeholders:** Club Committee Members, Players, Coaches, Team Managers, Football Operations, Sponsors and Local Businesses, AFL Vic, League Representatives, Local Council and Community Groups.

## **Position Purpose**

To provide strategic leadership and overall direction for the Lilydale Junior Football Club, ensuring it operates in a sustainable, inclusive, and community-focused manner.

The President is the primary representative of the club and chairs committee meetings and major events.

## **Key Responsibilities**

### **Leadership & Governance**

- Lead and coordinate the Committee in line with the club's mission, values, and strategic goals.
- Ensure good governance, compliance with regulatory and league requirements.
- Oversee the implementation of club policies, procedures, and the Constitution.

### **Meetings**

- Chair all general and committee meetings.
- Ensure accurate minutes are recorded and distributed.
- Ensure decisions are actioned and monitored.

### **Representation**

- Act as the public spokesperson for the club.
- Represent the club at league meetings, community forums, and with stakeholders.
- Build relationships with sponsors, council, league officials, and the broader community.

### **People Management**

- Support and guide committee members, coaching staff, and volunteers.
- Ensure positive club culture and adherence to Codes of Conduct.
- Handle disputes or issues in collaboration with the committee.

### **Planning & Strategy**

- Oversee the development and execution of the club's strategic and operational plans.
- Drive sponsorship, fundraising, and membership growth initiatives.
- Lead the club in major projects or facility upgrades.

### **Risk & Financial Oversight**

- Ensure financial sustainability in collaboration with the Treasurer.
- Ensure risk management practices are followed (e.g., child safety, player welfare).

### **Key Relationships**

- Club Committee Members.
- Players, Coaches, Team Managers.
- Football Operations.
- Sponsors and Local Businesses.
- League Representatives.
- Local Council and Community Groups.

### **Skills and Attributes**

- Strong leadership and communication skills.
- Strategic thinker with an ability to delegate effectively.
- Financial literacy and administrative capability.
- Confident public speaker and ambassador.
- Committed to inclusion, fairness, and respect.

