

Role Descriptor: Club Captain

Role Purpose

To act as the figure head of the club, and ultimately be responsible for the functioning and development of the club with the best interest of its members and the Sports Union in mind.

Roles & Responsibilities

1. Act as the main point of contact for Strathclyde Sports Union and queries from club members
2. Take responsibility in coordinating the completion of the club affiliation form each academic year
3. Chair the Committee meetings and AGM so that everyone has a chance to present their views, that all business is completed and that all decisions are properly understood and recorded
4. Lead the committee in making decisions for the benefit of the whole club including communicating any disciplinary matters to the Sports Union
5. Have the casting vote on any unresolved club issues
6. Be completely familiar with all Sports Union policies and procedures, including own club constitution and duties of committee
7. Ensure smooth running of the sports club, taking ultimate responsibility for events, meetings and communication
8. Liaise with the Treasurer to ensure that funds are spent properly and in the best interests of the club, taking joint responsibility for funding applications
9. Ensure maximum participation in the sports club by students through active promotion at Freshers' fair each year
10. Arrange continuation of club from year to year, e.g. co-ordinating the annual handover
11. Consult the Club Handbook and make sure relevant information is distributed to the committee and members
12. Attend any meetings that involve the sports club, e.g. the Sports Union GMs and AGM

Personal Specification

The Club Captain will ideally be:

- A strong leader
- Organised
- A good delegator
- A good communicator
- Confident
- Approachable
- Enthusiastic and motivating
- Able to develop positive relationships
- A good listener
- A positive role model