

President

Role and person specification

Role

- To lead the Society throughout his year of tenure
- To be a prominent figure at golfing events and to mix with members so as to understand their issues and respond to questions.
- Chair the main Society committee and work with the Secretary to distribute an agenda at least one week before each meeting.
- Following ratification of appointment at the AGM, set the schedule of Committee meetings for the year ahead.
- Appoint sub committees as necessary to assist with the effective running of the Society's affairs.
- Lead the process for the selection of the following year's Vice President such that a shortlist is drawn up by the Committee; approaches are made to prospective candidates in an agreed sequence and a candidate is in place by July (latest) each year.
- To chair the AGM following the confirmation of his appointment by the members and also the following year's AGM until his successor has been approved.
- To present the trophies at the end of his year in office (normally at the annual Dinner)
- Co-ordinate all activity relating to the AGM and annual Dinner.
- Make arrangements for, and invite Past Presidents to the Presidents Putter event. These will include venue, availability of putting green, layout, photographs, choice of menu / drinks, hosting and settlement of the bill.
- At golfing days, to carry out the following:-
 - Work with the Competitions Secretary to ensure that all activity is co-ordinated and running to time.
 - Make a brief speech with appropriate announcements.
 - Select a Master-at-Arms
 - Present prizes
 - Arrange collection and present tip to catering staff
 - Represent the face of the Society to the Golf Club officials and thank them.
- For the President's Day, to advise the Competitions Secretary of preferred venue, select the competition format, and choose the prizes from within the budget provided.
- Act as the "hub" for all Society affairs during his period of office.

Person Specification

- Will desirably have been a long term member of the Society.
- Will ideally have served at least two years on the Committee.
- Will have the time to devote to the Society such that all responsibilities can be fully discharged, including attendance at Committee meetings, golfing days and any other meetings that may be necessary.
- Be a good communicator (both verbally and written) with the ability to Chair meetings effectively.
- Have good leadership qualities and be credible to members.
- Be sufficiently gregarious and confident to deal with members , Club officials and be able to represent the Society externally as necessary.