

## **Pickleball Kelowna Club**

### **President - Job Description**

**Sept 2017**

The President shall assume club leadership, preside at all meetings, call special meetings as needed and generally be a spokesperson for the Club.

Will appoint chairs of committees as required.

Have good communication skills and knowledge of chairing board and other meetings.

Prepare meeting agendas and communicate to Vice-President in advance for distribution to board members.

Shall be responsible for issuing guidelines & rules for Club's activities when there are safety concerns or other requirements not covered in the Club bylaws.

Attend meetings along with the City of Kelowna Liaison Committee, if required.

Other duties as assigned from board meetings.

Represent Pickleball Kelowna Club both in the community and beyond

Terms of office - two years October 1st to September 30th