

## VICE-PRESIDENT

Reports to: President, Club Members

The Vice-President of the Toronto Nomads Rugby Club, as an administrator of the club, acts in a position of trust for the community and is responsible for assisting in the effective governance of the rugby club. He or she works with the Executive Committee to make key club decisions and is also responsible for assisting the President on membership issues and participates with recruitment where necessary.

The Vice-President is a highly organized individual with strong interpersonal skills that is adept at strategic planning. In order to serve as Vice-President, the individual must have prior experience as an administrator, be committed to the work of the organization and have an understanding of club financial management, strategic planning and meeting procedures.

### Requirements of the Role

- Works closely with the President to lead and develop the creation of short and long-term goals, objectives and priorities of the Toronto Nomads Rugby Club. In the absence of the President gives final approval for plan execution
- The Vice President is a key contributor to Executive Committee meetings and functions as an internal strategic consultant, with a key focus on total club issues.
- Takes place of President if he/she is unable to attend any meeting or appointment
- In the absence of the President, acts as ambassador for the club, representing the club at external meetings
- Assists with recruiting new administrators and volunteers where necessary
- Provides long term planning guidance
- Monitors and reviews the performances of the Executive Committee members
- Participates in club fundraising and sponsorship initiatives
- Engage in active mentoring to develop a future replacement for the role and future leaders throughout the rugby club

### Benefits of the Role

- Opportunity to work with a diverse range of volunteers in the rugby community
- Opportunity to actively contribute to the growth and success of the club
- Development of decision making skills and effective group leadership skills