

## **Gisborne Dog Training Club**

### **Position Title: Club President**

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#### **Role Overview:**

The Club President serves as the chief executive officer of the club, providing strategic leadership and oversight to ensure the club fulfils its mission, maintains strong governance, and promotes a positive experience for all members. The President leads meetings, represents the club externally, and supports the work of all club officers and committees.

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#### **Key Responsibilities:**

- **Leadership & Strategy:**
  - Provide overall leadership and direction for the club.
  - Set the strategic agenda and goals in collaboration with the committee.
  - Ensure club activities align with the mission, vision, and values.
- **Meeting Oversight:**
  - Chair general, committee, and executive meetings.
  - Work with the Secretary to set agendas and ensure timely follow-up on decisions.
  - Provide an annual report to be presented to the AGM
- **Club Management:**
  - Ensure the smooth running of the committee to meet deadlines and deliver on decisions made at meetings
  - Manage people to get tasks completed
  - Delegate tasks and responsibilities as appropriate.
  - Ensure all club activities are compliant with governing rules and policies.
  - Be able to make tough decisions to reflect the GDTC Constitution and values
- **Representation:**
  - Act as the public spokesperson and official representative of the club.
  - Build relationships with partners, sponsors, members, and the wider community.
- **Membership Engagement:**
  - Foster a welcoming, inclusive, and active club culture.
  - Support recruitment, retention, and engagement of members.

- **Conflict Resolution:**

- Address disputes or concerns among members or officers constructively and fairly.

- **Succession Planning:**

- Identify and mentor potential future leaders.
  - Support smooth transitions between leadership roles.
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**Qualifications & Skills:**

- Strong leadership and interpersonal skills.
- Effective communicator and decision-maker.
- Ability to motivate and manage a diverse team.
- Prior leadership experience (in clubs, nonprofits, or similar settings).
- Understanding of governance, compliance, and organizational planning is a plus.