



TCA Committee Job Description

Role Title: Family Representative

Role Description:

To act on behalf of the family members of the club, the Family Representative should be pro-active in promoting activities for family members to enjoy, The post holder needs to be able to liaise with families, address any issues affecting family groups, identify any activities that will enhance the family experience and present these to committee or coaches.

Responsible to: Club Committee

Key Tasks:

To raise any issues on behalf of the family members and be their voice
To pass on any necessary information to family members
Promote good sportsmanship and good citizenship
Encourage families to progress and improve their skills
Raise any concerns about individuals with the Club Welfare Officer
Attend committee meetings and report as necessary

Liaison:

With family members
With committee members
With coaches

Time Commitment:

Club nights during season and committee meetings (held 3 monthly).

Allowable Expenses:

Any sensible outgoing will be considered, check with the committee before spending club money. Money to be claimed back must be supported by documentation ie receipt or invoice and presented to the Treasurer.

Time Period of Post:

One Year – from AGM to AGM