



## **TCA Committee Job Description**

### **Role Title: Senior Representative**

#### **Role Description:**

To act on behalf of the senior members of the club, the Senior Representative should be pro-active in promoting activities for members to enjoy, engaging them and encouraging active participation with equal opportunity. The post holder needs to have a degree of tact, be able to listen, present a good role model for others to follow and be well informed about the club's activities.

**Responsible to:** Club Committee

#### **Key Tasks:**

- To raise any issues on behalf of the senior members and be their voice
- To pass on any necessary information to members
- Promote good sportsmanship and good citizenship
- Encourage members to progress and improve their skills
- Identify ways to improve things for senior members
- Raise any concerns about individuals including children or vulnerable adults with the Child Protection Officer
- Attend committee meetings and report as necessary

#### **Liaison:**

With senior members

With committee members

#### **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 i.e. receipt or invoice and presented to the Treasurer.

#### **Time Period of Post:**

One Year – from AGM to AGM