

Leading your Club

Running your club in
perfect harmony



Aim of the session



Understand your responsibility as a committee

Understand your club structure

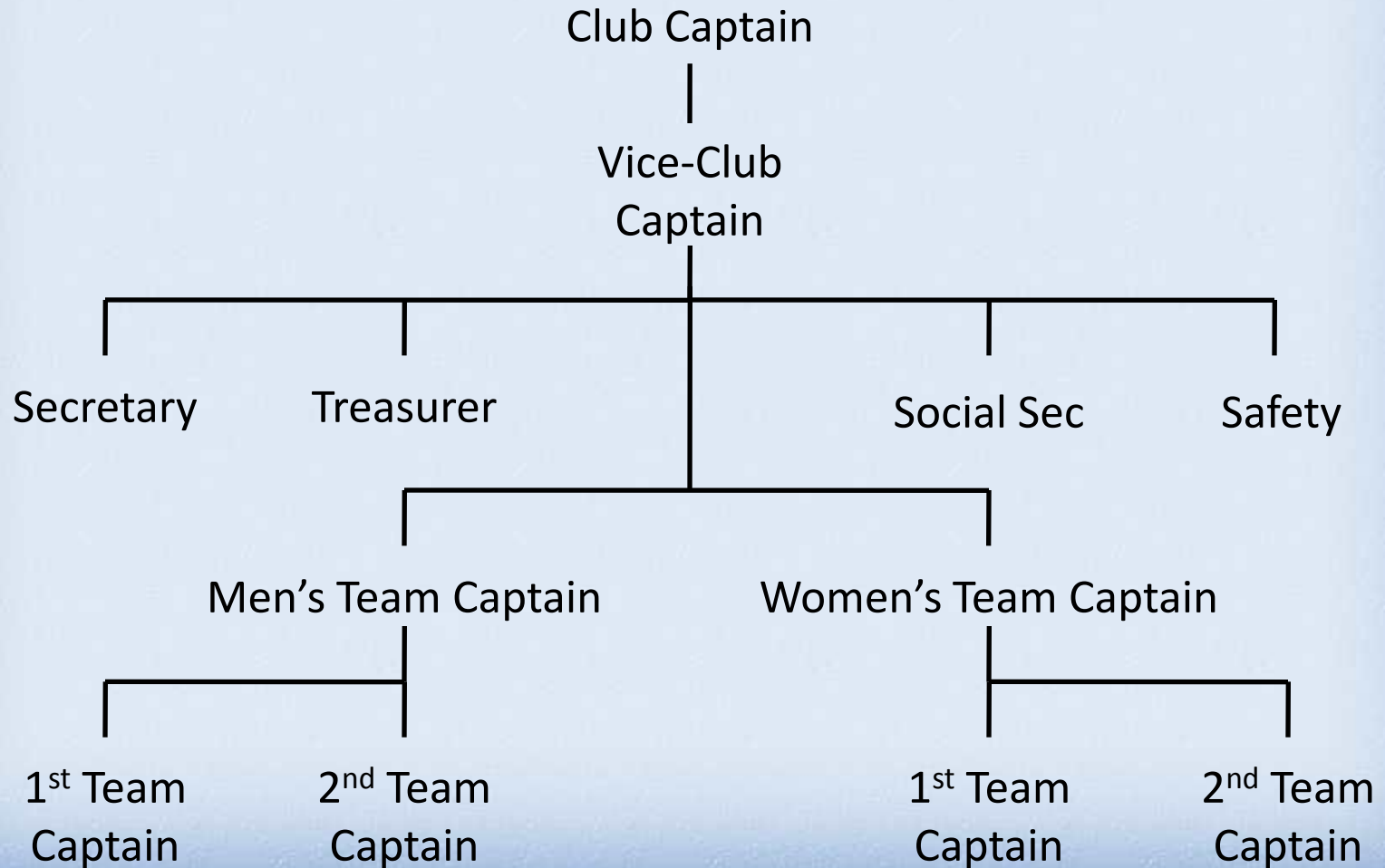
Know how to get the most out of your club

Why do committees exist?



- Provide sport
- Student voice and face of sport
- Look after members
- Represent the University and your sport

Committee roles



Joint responsibilities



Attend training and meetings

Follow policies and procedures

Look after your finances

Represent UoB

Represent your members

Communicate with UBSport

Member conduct/Safety of members

Member equality



Disability

Gender **HIV Status** **Ethnicity**

Sexuality

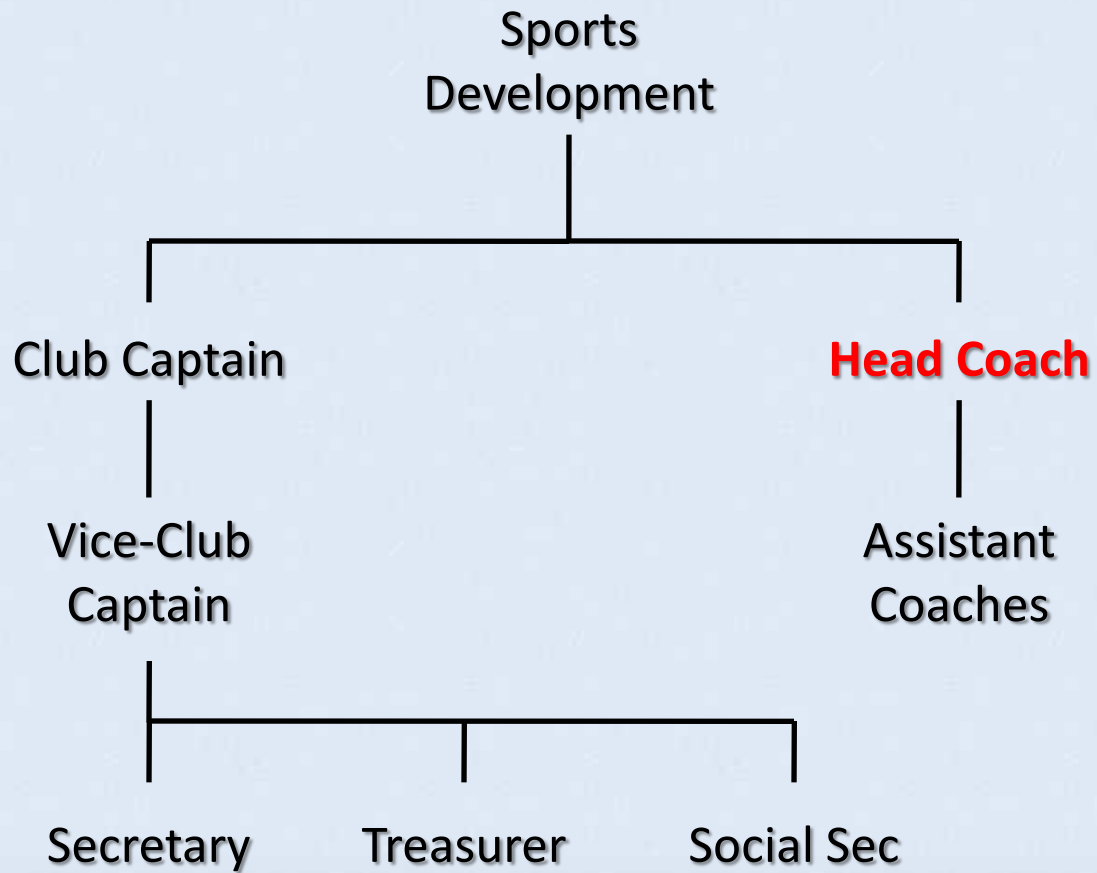
Age **Class**

Religion **Marital Status**

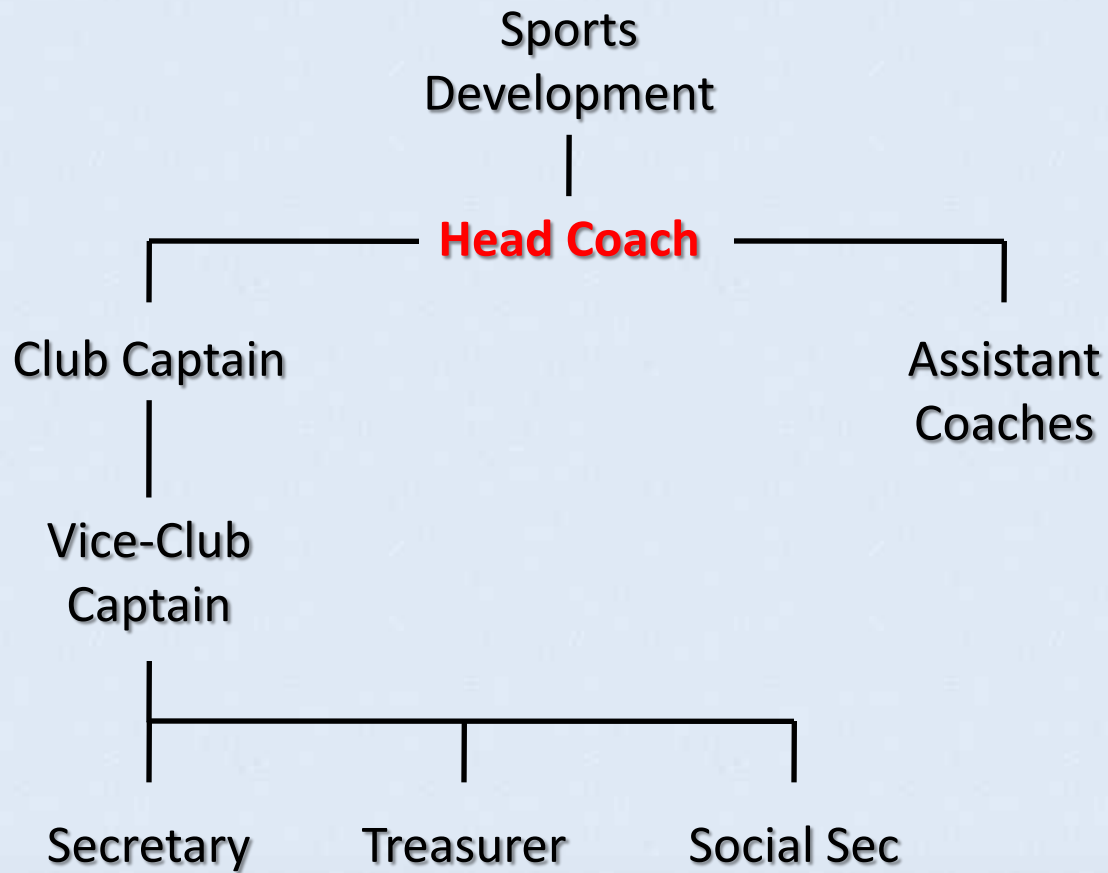
Nationality **Caring Responsibilities**

Ethnic or National Origin **Colour**

Coaching structure



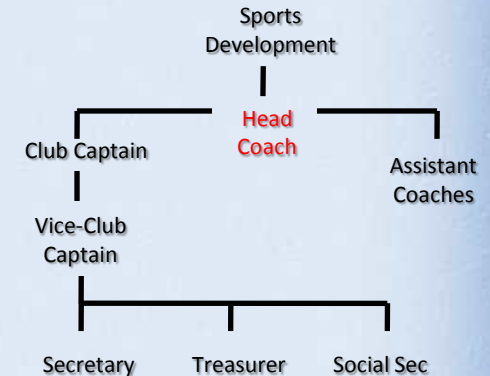
Coaching structure



Coaching issues



Employed
by UBS



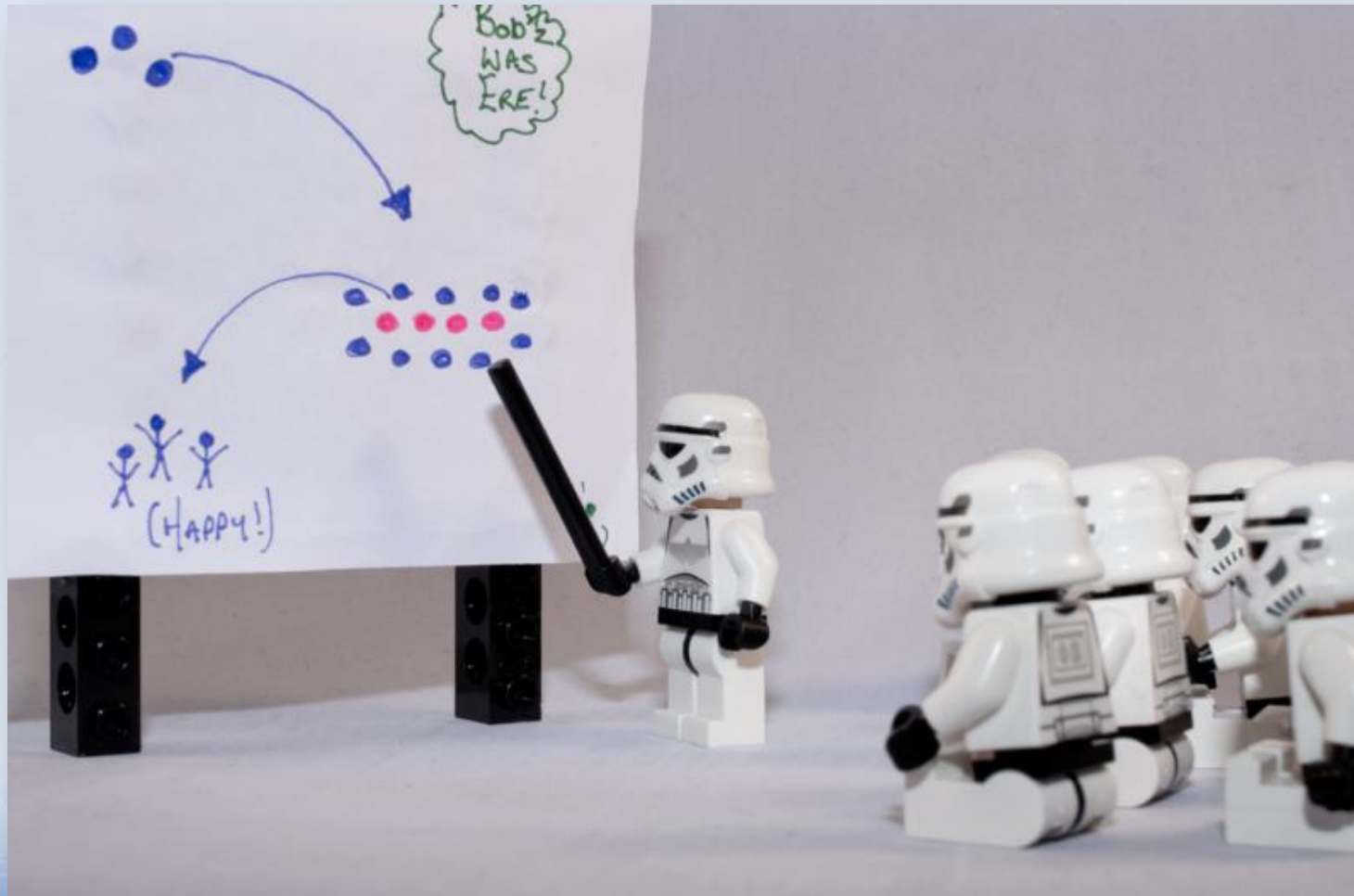
You can not hire or fire coaches

If you're having problems then tell us



Katie Quatterman
Squash Supremo

Committee meetings



Before your meeting



Plan the agenda (know what you want to say)

- Invite contributions from members

Distribute before the meeting

Do you know where and when?

During your meeting



Agenda

1. Apologies
2. Minutes of last meeting
3. Matters Arising
4. Reports
5. Issues
6. Standing Items
7. Any Other Business
8. Date of Next Meeting

Common Problems:

One person dominates

Discussions are endless

Decisions are delayed

No outcomes

After your meetings



Distribute minutes (at least to committee)

Follow up on actions





Member engagement



- Important to delegate jobs
- Regular committee meetings
- Remind members of the benefits of being on committee
- Unpopular decisions are sometimes necessary, but should be avoided where possible
- Assess membership consensus at sessions/events
- Socials should be both 'drinking' and 'non-drinking'
- Friendly atmosphere, non clique

Aims of the session were...



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Know how to get the most out of your club



With great power
comes great
responsibility