

Volunteer role information

Chair/vice-chair of the management committee



Why volunteer with TGC?

The club was founded in 1978 and currently has over 25 squad and development gymnasts and around 125 recreational gymnasts, plus a team of 10 paid coaching staff members and 3 young volunteers supporting the sessions. All of this is made possible because of the dedicated volunteer committee of parents, carers and other supporters. When you join our volunteer committee, you help ensure this hive of activity in Tetbury is carried out safely, with passion, and could help develop the club even further to impact the lives of many more young people.

Role purpose:

- To ensure TGC and its committee function effectively.
- To act as the focal point of reference for coaches, officials and gymnasts.
- To represent the aims and objectives of the club (see the constitution for details).

What skills and attributes do you need?

- Leadership skills
- Excellent communication skills
- Planning and organisation skills
- Management and teamwork skills
- Excellent public speaker

Some of what you will do:

- Take the lead role in the planning and the development of the club
- Act as the point of contact for external agencies in conjunction with the secretary and treasurer
- Liaise with officers, coaches, volunteers and committee members for all aspects of the management
- Liaise with the secretary with regard to the agendas and approve the minutes before circulation
- Liaise with the treasurer to ensure that funds are spent appropriately
- Chair meetings of the committee
- Manage the agenda and control discussions in all meetings
- Delegate tasks as required
- Ensure meetings and discussions are held in accordance with the constitution
- When necessary, hold the casting vote of the committee
- Ensure all complaints and compliance issues are addressed appropriately and in a timely fashion
- Prepare an annual report and present at the AGM

Commitment:

- A minimum of 4 committee meetings per year, plus preparation time
- One AGM per year, plus preparation time
- Tasks between meetings as required
- Commitment to the club competition and display
- Prepared to make a regular time commitment

We abide by British Gymnastics policies on equality, diversity and inclusion. "We believe our sport should be open and accessible to anyone who wants to be involved, whether as a gymnast, a coach, an official, a volunteer or a fan. We are committed to treating everyone with dignity and respect and ensuring the gymnastics environment is one where everyone can thrive." britishgymnastics.org

Please note this is a volunteer role and does not form part of any contract of employment.