



GADESIDE RANGERS FOOTBALL CLUB

Est – 1973

Affiliated to:

The Football Association
Hertfordshire Football Association,
Watford Friendly League,
Olympian League

www.gadeside.co.uk
www.gadesideseniors.co.uk

Vice Chairman

Job Purpose

- Assist Chairman in all aspects of running the club
- Deputise in the absence of the Chairman

Roles and Responsibilities

- Be completely familiar with the constitution, club rules, committee procedures and the FA Constitution and Procedures
- Be responsible for chairing Core Committee and managers meetings in the absence of the chairman after obtaining a written report should be sent to the meeting and the Vice Chairman briefed on the Agenda
- Liaise with the chairman on matters within the club.
- Be responsible for taking the club forward with FA Charter and Development.
- If unable to attend any committee meeting, a written report should be sent to the Chairman prior to the meeting.
- Take all reasonable steps, where possible, to protect all players and officials from harm or the risk of harm during all activities.
- Ensure all officials (e.g. managers, coaches, first aiders or parents,) that have regular and/or unsupervised contact with children must have completed a CRB Disclosure Application Form and submit it to the Club Child Protection Officer. Officials who refuse to submit a fully completed CRB Disclosure Application Form will not be allowed membership of this club.
- Ensure all officials are fully conversant with any Child Protection Policies, Constitution and Rules and Codes of Conducts.
- Ensure all officials that they have a duty protect all players from all forms of abuse. Officials must report any allegations or concerns about other adults/officials.
- Liaise with Business Manager concerning our association link to Westfield CTC in regards to pitches / Hall hire / Astro turf /sports hall

44 Latimer Close, Watford, Herts, WD18 6XL

Tel: 01923 254509

Website: www.gadeside.co.uk

E-mail: louise@gadeside.co.uk