



Volunteer Role Description – Club Representative x 2 (North & South)

The Club Representative will be a point of contact for the Wheelchair Curling Clubs in your area, areas will be decided annually by the SWCA Management Committee. As the Club Representative you will be in a position to pass to the committee ideas and suggestions to improve the profile of the SWCA in your area.

As a Committee Member, you won't have an area of specific responsibility, but you'll be there to add all-important strength and depth to a committee. You will have ideas and be able to assist other members of the committee where appropriate, either with specific projects or at events as required.

Term of Office 2 Years (maximum of 3 terms)

Responsible to SWCA Membership

Selection Process Full Members may submit nominations 7 days prior to the AGM. If there is more than one nominee for office then a ballot shall be held.

The Club Representatives will be elected in odd years.

Purpose To liaise with each club and its members before each meeting and submit report at each meeting
Assist other members of the Committee where appropriate, wither with specific projects or events
Represent the Clubs and Members from area.
To be aware of current issues that might affect the organisation.
Increase awareness and participation of wheelchair curling

Qualities/Skills Good communication and interpersonal skills.
Impartiality, fairness and the ability to respect confidences.
Good time-keeping.
Tact and diplomacy.
Understanding of the roles/responsibilities of the Management Committee.
Supportive and Encouraging

Expenses Reasonable travel expenses may be claimed for travel to meetings/events

Time Commitment Approximately 10 SWCA Committee Meetings per year
5 Competitions per year
Agreed external meetings and events
A minimum of 2 hrs per week, more at peak times around events in the season