This document describes the roles of the individual Committee members within the KBH Brumbies Hockey Club

**Women’s Vice President**

***Objectives***

* To provide strong, efficient and effective leadership for the Women’s section of the Club.
* To ensure the Club promotes the game of hockey and continues to recruit players to the club
* Ensure members are given the highest level of coaching and competition to promote their development.
* Assist in the efficiently running if the club administratively, financially and socially to support the on field activities.
* To provide support to the Executive and Committee members to ensure the efficient operation of the Club.
* To provide a safe an enjoyable recreational environment for all Club members and ensure all hockey activities are played in a competitive and fair spirit.

***Responsibilities***

* Ensure the Women’s sub committee is established and key roles and filled to ensure efficient operation of teams
* Attend meetings of the Club Committee.
* Report activities of the portfolio to the membership at the Annual General Meeting.
* Assist in the development of umpire and coaches to develop club wide capability and maintain HV accreditation
* Ensure junior players are aware of external playing and participation opportunities eg,state selection
* Assist other Committee members in their duties as required.
* Undertake tasks at the request of the Executive or General Committee.

***Relationships***

* Reports to the Members and General Committee of the Club.
* Acts as or ensure his/her delegate acts in the best interests of the Club at Hockey Victoria, or Delegates Meetings.
* Supports Committee Members and all volunteers

***Accountability***

* The Women’s Vice President is accountable to the Club President and members of the club.
* Provide a report on portfolio operations to the monthly Committee meeting.
* Seek ratification from the appropriate Committee member prior to committing the club to any financial expenditure or action.