



CARMARTHENSHIRE & PEMBROKESHIRE
LADIES COUNTY GOLF ASSOCIATION



COUNTY CHAIR – JOB DESCRIPTION

PURPOSE OF ROLE

Hold office as a member of the Executive Committee with responsibility for providing leadership and direction to the Committee and to enable the Committee to fulfil its responsibilities for the overall governance and strategic direction of the Association.

MAIN RESPONSIBILITIES

- Act as Chair for Executive Officers' and Club Representatives' Meetings.
- Attend and Chair the AGM and any EGMs called.
- Liaise with County Secretary to ensure relevant items are included on the Agendas.
- Keep up to date with any issues relevant to the Association.
- Represent the Counties as a spokesperson at appropriate events, meetings and functions.
- Consult with Executive Committee on policy and strategic decisions and keep up to date with any issues relevant to the Association.
- Ensure adherence and compliance around key policies e.g. Health & Safety, Data Privacy, Child Protection, etc and in all decisions and discussions of the Committee.
- Be proactive in the Counties, supporting the development of links between the Association and Wales Golf and other relevant organisations and businesses.
- Support affiliated golf clubs and members within Carmarthenshire and Pembrokeshire, providing strategic oversight of the Counties' activities.
- Support and attend as many County and regional competitions as possible, including coaching and fundraising events.
- Liaise with the County Treasurer to maintain a clear grasp of the County's financial position and to ensure timely financial transparency and information disclosure to the Association.

The County Chair will be elected at the Annual General Meeting of the C&PLCGA and will hold the post for a period of three years.