



Club Committee Position Descriptions:

President

Represent the Los Angeles WAVES Netball Club on all business matters and is the face of the club.

Manage relationships with stakeholders such as the LA County Dept. of Parks and Recreation and Netball America.

Work with the Committee to define club strategy and objectives for each season.

Work with the Committee to develop the club schedule for each season.

Communicate website updates to Web Master and manage of social media presence, primarily Facebook.

Take the lead or delegate coaching responsibilities at weekly training and tournaments

Receive and facilitate or delegate emails received to the WAVES

info@losangelesnetball.org email address

Manage president@losangelesnetball.org email address

Vice President

Represent the Los Angeles WAVES Netball Club in the absence of the President.

Manage fund raising and sponsorship activities.

Manage club recruitment

Be responsible for maintaining the club membership record

Keep records of uniform and equipment inventory

Manage vicepresident@losangelesnetball.org email address

Secretary

Record the minutes of the AGM and Committee meetings.

Send weekly communications to club members informing them of upcoming events, training and tournaments

Organize club members attendance to weekly training and scheduled tournaments

Manage secretary@losangelesnetball.org email address

Treasurer

Record all financial transactions and draft budgets.

Develop financial reports as required.

Oversee the WAVES 501(c) status and filings to Federal and State agencies.

Oversee Club bank account.

Manage treasurer@losangelesnetball.org email address