VICE PRESIDENT POSITION DESCRIPTION

Position Title:	**Vice President**		
Reports to:	Executive Committee	**Direct Reports:**	Committee
Employment Status:	Volunteer		
Time Commitment	1 – 5 hours per week based on time of season		
Manningham Netball	Manningham Netball is a not for profit, member based association which is governed by a volunteer General Committee and is affiliated with Netball Victoria. **Our Purpose** – To provide an inclusive and rewarding netball community where people of all ages and aspirations can participate and thrive through meaningful experiences, both on and off the court. **Our Values** BELONG – everyone has a place in our community ENJOY – fun + friendship + smiles RESPECT – we treat everyone with fairness, kindness and equality GROW – collaborate, innovate, develop and strive to be your best SUSTAIN – we act with integrity to build for future generations		
Commitment to Child Safety	We require all applicants to undergo background checks and screening prior to or during any appointment. Netball's Commitment Statement to Safeguarding Children and Young People and other important information can be found at https://vic.netball.com.au/child-safety-netball At Manningham Netball, we embrace diversity in gender, age, ethnicity, disability, religion and sexual orientation. We are committed to providing a safe environment for children across Netball. **Manningham Netball's Commitment to Safeguarding Children & Young People** Every person in the netball community has a responsibility to understand their role in ensuring the safety and wellbeing of all children and young people in our care. MNA is committed to promoting and protecting the rights of children and preventing abuse from occurring by fostering a culture where children feel safe and empowered. We also seek to ensure the cultural safety of First Nations children, children from culturally and/or linguistically diverse backgrounds and children with a disability.		

Primary Purpose of Position

- Oversee all netball related matters across the Association alongside President
- Provide support to the President of the Association
- Provide support to the Committee members to ensure the efficient operation of the Association

Key Responsibilities

- Perform Presidents duties when President is unable
- Assist the President and perform other such duties as directed
- Act in the role of the Secretary and/or Treasurer in their respective absence
- Act as the Hearing Officer in relation to any Disciplinary issues or complaints
- Co-ordinate and assist any subcommittee
- Provide guidance and leadership
- Uphold Constitution, By-Laws, rules, policies and procedures of the Association

Knowledge, Skills & Abilities
• Good working knowledge of constitution, by laws • Good communication skills • Understanding of association operations, rules, constitution etc. • Ability to manage people, lead meetings and delegate • Ability to lead by example • Ability to engage, encourage and lift the level of service • Dedicated association person • Well-developed decision-making skills • Ability to negotiate successfully between members and reconcile opposing views • Can maintain confidentiality on relevant matters • Have the ability to forward plan and lead the association to reaching its short and long term goals • Be a positive role model

Other Requirements
• Working with Children Check