

At the AGM, I said I would put together a Job Spec with regards the Chairman's role on the Hampshire Cross Country League.

With all roles they tend to evolve over a period of time and at the end of the Retiring Chairman's time in office the Spec was as follows.

1 Chair the AGM, welcome Club Delegates, produce a short annual report and conduct the meeting as per the Agenda.

2 Over the years the past Chairman has taken on the role of Co-ordinating the fixture list, checking if venues are available and liaising with Clubs that have volunteered to stage a fixture using the dates on the UKA fixture list.

3 Liaise with the League Sponsors, check on the level involvement they want, if a sports goods company, check if they want setup a Stall to sell goods and check if this is allowed with the Organising Clubs.

4 Co-ordinate with the Women's Result Secretary the Awards presentations at the last League fixture of the season.

That is how I saw it, I hope this helps in the League's search for a new Chairman.

Regards

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