

# **Bushwalkers of Western Australia (Inc.)**

## **Role of President**

### **Primary Function**

The President leads the club. Accordingly, the president would normally preside at (i.e. chair) all club general meetings and meetings of the club committee and have general oversight with respect to the affairs of the club. The President is also the 'public face' of the club and can represent the club at Hikewest meetings.

### **Specific Functions**

Under the Constitution, the President:

- may give notice initiating the dispute resolution process if a dispute arises within the club [cl. 5B.b]
- may call a committee meeting, if the Secretary is unable or neglects to call a committee meeting [cl.7.a]
- may call a special general meeting, if the Secretary is unable or neglects to call such meeting [cl.9.b]
- provides a report ('the President's report') at each annual general meeting [cl.9.h) ii].

Further, the common seal of the club can only be affixed with the approval of the President (and witnessed by any two of the Vice-President, Secretary and Treasurer) [cl12.c.]

### **Performance of functions**

In performing these functions, the President:

- must have in mind the objects of the club [cl. 2]
- must be aware of the various specific functions of other office-bearers, either under the Constitution or as delegated to them by the committee, and liaise with them to ensure these functions are performed

Without limiting generality, the President would be expected:

- to be aware of any issues of concern to members and seek to address them, through the committee where necessary
- to work with the Secretary in the preparation of the minutes of meetings and dealing with correspondence
- to work with the Treasurer in respect of appropriate financial controls to protect the club's assets
- to liaise with the Walks Coordinator concerning the Events program (including annual camps) and includes the role of Walk cancellation where such need arises.

### **Specific attributes**

The President must have been a club member for a least 6 months and have led a walk.

Some knowledge of meeting procedure is useful and an understanding of the club's ethos is highly desirable