

POSITION DESCRIPTION

CLUB PRESIDENT

Position	Club President
Reports to	Club Members (via the Committee)
Term	1–2 year term, with flexibility
Time Commitment	Approx. 4–6 hours per week (varies across the season)

A SUPPORTED HANDOVER

This is a supported role. Our current President will move into the Vice President position for the coming term, staying closely involved to guide the handover and support the incoming President as they settle in. You will also be backed by a highly engaged committee, with strong people already in place across football operations, finance, communications, child safety and more. You won't be doing this alone.

ROLE PURPOSE

The President leads Norwood Junior Football Club with integrity and passion, ensuring strong governance, a positive culture and sustainable growth. The President is the club's key spokesperson and provides strategic oversight to support players, families and volunteers, while working hand in hand with an experienced and capable committee.

KEY RESPONSIBILITIES

- Provide strategic leadership, guiding the club's vision, priorities and culture.
- Chair committee meetings and the AGM, ensuring decisions are made and actioned.

- Act as the club's spokesperson, representing NJFC to the league, council, sponsors and community partners.
- Support and oversee key committee roles, making sure every part of the club is running smoothly.
- Act as a calm point of escalation for disputes or serious concerns within the club.
- Ensure good governance and policy compliance across the club.
- Support fundraising, sponsorship and grant initiatives.
- Guide succession planning and volunteer recruitment for the future of the club.
- Attend major club events, presentations and milestone games.

KEY ATTRIBUTES

- A genuine people person, someone who builds trust easily with players, families, coaches and volunteers.
- Strong and calm under pressure, able to navigate tricky moments with a level head.
- The confidence to represent who Norwood JFC is, on and off the field.
- A passion for junior sport and community involvement.
- Fair, transparent decision-making and strong relationship management.

TIME COMMITMENT

- Approximately 4–6 hours per week, varying across the season.
- Attendance at key events: Season Launch, Finals, Presentations, AGM.

SUPPORT PROVIDED

- A full handover and ongoing support from the outgoing President, now serving as Vice President.
- A highly engaged committee across all key club functions.

- Clear documentation, contacts and templates.
- Access to club resources and league development officers.

*Want to find out more or have a chat about the role? Reach out to
norwoodjfc.president@outlook.com.*