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| **Club Members and Trustees** | | | | |
| **President and Vice President**  Willie Goss and Tom O'Hare | | | | |
|  | **Sectary**  Tomás O’Hare | **Club Chair person**  Pat Joe Magee | **Treasurer**  Helena Johnston |  |
| **Assist sec**  Ann Fitzpatrick | **Vice Chair**  Mairead Rooney | **Assistant Treasurer** Rosemary Magee |
| **Children's Officers**  Marie Sherry  Tim Calhhoun  Eoghan Woods | **Health and Well-being officer**  Sean McElroy | **Registrars**  Mairead Rooney  Peter O'Hare  Raymond Cunningham | **PROS**  Paula Magee  James Gallagher | **Designated Officer &**  **Deputy**  Marie Sherry  Mairead Rooney |
| **Cultural Officers**  Paula Magee  Gerard Keenan | **Player Reps**  Benny Coulter  Cathal Killen | **County Board Rep**  Thomas Coulter  Paula Magee | **Camogie Reps**  Mairead Rooney | **Ladies Football**  Martina Rooney |
| **Handball Rep** Gerard Keenan | | | | |
| **Club School Liaison** Sean McElroy | | | | |
| **Coaching Officers** Eoghan Woodsand Tim Calhoun | | | | |
| **Additional Members**  Michael Toner (Insurance Officer)  Johnny McConville (Social Club and Lotto)  Jimmy Coulter (Gate management)  Sean Rooney (County Chairperson) | | | | |
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**No 8 Officer /Committee Roles and Member Ratified January 2018**

Roles and responsibilities

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| **Role** | **Responsibility** |  |
| Chairperson | Leader and main representative of club.  Chairing committee meetings  Planning and overview of all activities  Ensuring AGM takes place | Main Committee and Executive Committee |
| Treasurer | **Accounts**  Annual Accounts  Monthly Financial Reports  Accounts Payable  Invoicing  Income Management  Ordering Procedures  Bank Liaison  VAT Returns | **Finance and Fundraising Subcommittee**  Set Budgets and Financial Targets Grant Identification  Funding Applications  Organise Fundraising activities / events in conjunctions with other Subcommittees  Develop Special Relationship with Social Club,  Liaise with Membership  Club Gear / Merchandise  Orders, Ordering, Sales |
| Secretary | Principal Administrator  Contact point for the club with all outsiders.  Work closely with Chair and Secretary  Takes minutes of meeting  Deals with all correspondence  Deal with fixtures | Main Committee and Executive Committee |
| Vice Chair | Stands in for Chairperson  Promotes the club  Registrar and monitor of Servasport  Contact for merchandising |  |
| Assistant Sec | Stands in for secretary  Development officer duties and inclusion and outreach. |  |
| Assistant Treasurer | Stands in for treasurer  Events management – use of club by groups, fundraising events and liaison with youth and community centre. |  |
| Registrars | **Membership and Registration Promotional Events**  Player Registrations - Players made aware they cannot train without becoming fully-paid member  Registrar attends Player Meeting Prior to commencing training.  Annual Fee Collection - 3 Levels - Juvenile, Student/Non-playing Member, Players.  For those joining late, Fee is paid to member of Management team who liaises with Registrar Juvenile  Registration days set up for all members and Juvenile Registration Nights as required. |  |
| Players Representative | Brings player issues to the Executive Committee  Feeds back to players club issues  Encourage players to be involved in whole club. |  |
| PRO | Communicate information to members and public  Update information  Complete weekly notes for press, bulletin and Facebook  Submit match results and reports |  |
| Youth Officer | Promote and support juvenile members  Work with coaches on the promotion of coaching strategies |  |
| Development Officer | Grant seeking opportunities  Grounds development  Forward planning |  |
| Cultural Officer | Oversee involvement with Scór and all cultural aspects of the club.  Promote culture, language and history/liaise at County level on promotion of cultural events. | Sub Committee Remit  Overall responsibility for Scór na nÓg and Scór Sinsir  Liaise with other Cultural, Language, Arts and Drama Groups in Parish  Liaise with local Fleadh Committee  Support development of local traditional music group  Promote Feis and Dún  Promote summer scheme cultural programme.  Promote Irish language and cultural events. |
| Children’s Officer /Designated Child Protection Officer | Ensure all mentors /coaches and committee member are vetted  Update Child Protection policy  Oversee codes of conduct  Organise safeguarding training. |  |
| Health and Wellbeing officer | Develop and adopt health and wellbeing policy  Put in place a clear policy on alcohol and drugs  Organise health education events  Link with county health and wellbeing committee. |  |
| Club School Liaison Officer | Develop and grow links with local primary school.  Maintain notice board in the school. |  |
| Coaching Officer | Work with Youth Officer, school liaison and health and wellbeing officer to develop positive strategies and training for coachers and mentors. | Coaching Sub Committee  Develop coaching plan for all age groups across codes in the club.  Identify suitable training and development opportunities for mentors and coaches.  Identify and take responsibility for equipment needed for training.  Check safety of equipment. |

Signed (Cathaoirleach) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed (Rúnaí) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_