



## **JOB DESCRIPTION**

JOB TITLE: Ladies Club Captain  
POST HOLDER: Natasha Wain  
RESPONSIBLE TO: Chairperson

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### Role:

To facilitate the development and success of female members at the club through effective leadership. To work in partnership with club coaches and the committee to ensure the needs of the female members are being met.

### Main Duties:

- To be the point of contact for all female members to raise any issues with.
- To put together a competitive female team to attend all club target races including but not limited to NRRL races, 3 Counties XC and all County events including but not limited to County Track and Field, County Road Races and County and National XC.
- To coordinate with the Mens Captain attendance at the monthly Northamptonshire Athletics Association committee meetings.
- To select the teams for EVAC track and field events and ensure as many age groups are filled by W&DAC competitors.
- To promote Midlands and National races such as National XC, Midlands XC.
- To look for opportunities and encourage members to produce a ladies team to win prizes at local and national races.
- To encourage members who have the potential to score for the club to actively attend and represent the club at all races noted as target races in any given year.
- To work alongside the Mens Captain to fulfil the main duties listed herein.
- To ensure that any pre and post event day preparations are carried out efficiently and in accordance with regulations.
- To deal promptly with any disciplinary issues within the club, informing the Chairperson and the Committee of action taken.
- To ensure that requests for information from club members are responded to in a prompt manner either directly or through effective delegation.
- To support club coaches in the development of sessions, athletes, coaching programmes.

Reviewed: 05.02.2015

Issued by: Stephanie Dennis

Approved by: Jon Kemp on behalf of the W&DAC Committee



- Attending monthly committee meetings, the AGM and any extraordinary general meetings when called.
- To regularly liaise with coaches to keep them informed of committee decisions.
- To work with club coaches to identify, recruit, support and develop athletes with high performance potential.
- To lead the club by acting professionally, displaying good conduct at all times promoting an inclusive, respectful and winning atmosphere within the club.

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