

Role Description

Title:	County Director
County:	Wiltshire Golf
Responsible to:	County Chair and Board
Term of appointment:	Three years with an option for a further three years.

Relationships:

Internal: County Chair, Golfing Operations Director (GOD) (County Secretary), County Board, affiliated clubs and Union members

External: England Golf, Golf Foundation, Professional Golfers' Association, external auditors, contractors

Key Responsibilities:

The Board of Directors are responsible for directing and managing the activities of Wiltshire Golf, and for promoting the success of the organisation as a whole

Main duties

- Support, encourage and champion Wiltshire Golf
- Act as an ambassador for the County and represent the County at invited events.
- Promote the County in the local communities and golf clubs in line with County policies and procedures.
- Attend the AGM and, attend Board meetings, competitions, coaching, social and fundraising events as required.
- Liaise with the County Operations Director (COD) (County Secretary) to ensure relevant items are included on agendas.
- Keep up to date on issues relevant to the County.
- Maintain and protect the County's reputation.

Skills & Knowledge:

Essential:

- Commitment to the County's objectives, aims and values and willingness to devote time to carry out responsibilities.
- Comprehensive knowledge of County golf with a good knowledge of the structure of national, county and club level activity.
- The ability to speak confidently to groups and to respond to interviews in such a way as to create a good impression of the County and its objectives.
- Experience of working with Board, golf club officials and volunteers.
- Knowledge of work undertaken by County and a wider involvement with the voluntary sector and other networks.
- Good communication and interpersonal skills and the ability to respect the confidences of colleagues.
- Competent use of IT and access to transport.
- Ability to build or take over and maintain a network of personal relationships with the County, and external organisations.

Time Commitment:

- The County Board meets at least 4 times a year and.
- Directors are expected to attend the AGM
- Directors will be members of one or more sub-committees.
- Attendance at other County meetings and dinners as required.
- Attendance at some award meetings and dinners.

Location:

Meetings at Company offices/ Golf Club or alternative central venue where appropriate.

Notes:

This is an elected position.

Reasonable expenses incurred as part of the Presidential activity will be reimbursed by the County.

