



## **THE ROLE OF THE PRESIDENT**

President shall:

- Call and preside at all meetings
- Receive and file all correspondence
- Act as spokesperson for WFC
- Operate the club email to respond to inquiries from the public
- Have the authority to inquire into any matter pertaining to the affairs of WFC and ask any representative to attend a meeting
- Be an ex-officio member of any committee authorized by WFC
- Delegate tasks
- Co-sign cheques with Treasurer
- Provide an agenda for all executive meetings
- Submit budget proposals to the Treasurer of WFC by December 1
- Coordinate communications with the municipality of Walkerton
- Coordinate communications with EMSA, OSA, Soccer Canada, and SWRSA

\*\*\*In the event that the President is unable to attend a meeting, the secretary will complete the above duties.

Start Date: immediately

**Interested applicants are to email [walkertonfc@gmail.com](mailto:walkertonfc@gmail.com)**