

**PRESIDENT  
JOB DESCRIPTION**

## **I - THE ROLE**

As President of Scottish Swimming you will represent the Scottish Amateur Swimming Association, an entity made up of circa 20,000 members who have delegated the day to day running of the business to the Scottish Amateur Swimming Association Limited, a company trading as Scottish Swimming.

As President, you will Chair the Council who will meet at least three times per year to:

- To delegate and vest in the Company the day to day running of the business of the SASA and to transact all SASA business.
- To maintain a financial overview of the Company through the receipt of finance reports on income and expenditure and progress of the approved budgets of National Committees.
- Be responsible for the governance documentation for SASA and the Company.
- Have the responsibility for approving changes to the club "model" documents.
- Be responsible for putting in place a mechanism to ensure that all Districts operate in a consistent manner.
- Approve payments of honoraria to the Company Board members.
- Make recommendations to the Scottish Swimming Annual Meeting for patrons and life members.
- Award the Nancy Riach Medal, the WG Todd Prize and Cup and the JY Coutts Memorial Award.
- To enact the reserve powers of the Members in accordance with the Company Articles.

### **Specific Duties:**

- Chair the Scottish Swimming Annual Meeting, which is held on the last Saturday of February
- Ensure that an appropriate representative is in attendance at all Company Board meetings.
- Sit on the appointments panel for the Chair of the Company Board, the Company Board Members and the Scottish Swimming Chief Executive.
- Carry out the annual review of the Company Chair.
- Ensure that an appropriate representative is in attendance at all national championships across the disciplines to :
  - Issue awards to all podium athletes,
  - Greet and host VIPs, and
  - Support the volunteers and staff in delivering the events
- Attend district and club events as appropriate
- Attend other appropriate meetings and forums for representing Scottish Swimming throughout the year

## **II- COMMITMENT**

The commitment of the President equates to approximately 3 days of work per month and involves travel throughout Scotland.

## **III - TERMS AND CONDITIONS**

- **Tenure of Post** - The post will be for a period of **1 year**.
- **Expenses** - Although the President is a volunteer position, expenses will be paid monthly in accordance with the current Scottish Swimming volunteer rate.

