

## Useful References

[info@dsr.wa.gov.au](mailto:info@dsr.wa.gov.au)

[www.dsr.wa.gov.au](http://www.dsr.wa.gov.au)

City of Armadale  
Leisure Services  
Locked Bag 2  
Armadale WA 6992

Club Development Officer  
9399 0407

[www.armadale.wa.gov.au](http://www.armadale.wa.gov.au)

## The Vice President

Every leader requires a deputy who is capable of representing them when they are unavailable, be it as a proxy, a host or to make that important on the spot decision.

### The role of the Vice President:

- Verbally support the President publicly.
- When the President is unavailable, conduct meetings, represent the club, host guests, deal with the media and other such activities that a President might undertake.
- Offer to take on duties of the President when there is an overload.
- Attend meetings and lead sub committees.
- Live the values of the Club.

This role may not be necessary or may be combined with another executive committee role especially if you have a small club or a lack of willingness of people to join your committee.

### Handy Hints

As part of succession planning, the Vice-President should be groomed to take on the President's role in the near future.