



Brook End Colts F.C.

www.brookendcoltsfc.co.uk

ROLES & RESPONSIBILITIES OF A PARENT COMMITTEE MEMBER



CHARTER STANDARD CLUBS



<p>Who will the Parent Committee member be responsible to?</p>	<p>The main Brook End Colts Football Club Committee, through the Chairperson.</p>
<p>What is the role of the Parent Committee?</p>	<p>The main purpose of the role is to aid communication within Brook End Colts Football Club by seeking feedback and ideas from the teams their son / daughter is involved with.</p> <p>To feedback team issues, concerns, ideas and achievements.</p>
<p>Other aspects of the role</p>	<ul style="list-style-type: none"> • Holding regular discussions with other parents, players, supporters etc. to establish a two way communication channel where issues, concerns, ideas and achievements can be identified.
<p>How much time will I need to give to the role</p>	<p>Around 2 hours per month, plus sharing and gathering information and feedback from the teams parents, players, supporters and other contacts who can support the football club.</p>

<p>What sorts of tasks are involved with the role?</p>	<ul style="list-style-type: none"> • Gathering information and feedback from the teams parents, players, supporters and other contacts who can support the football club. • Attending a monthly meeting with representatives of the Brook End Colts Football Club executive committee (one or more of the Chairman, Vice Chairman, Secretary, Treasurer, Child Welfare Officer from the clubs club and league meetings and recording meeting records. • Feeding back club information and actions to be taken forward from the input provided, to the teams parents, players, supporters and other contacts. <p>Assisting the club with the organisation of events. (In terms of requesting other parents / contacts etc. to help)</p>
<p>Other requirements</p>	<ul style="list-style-type: none"> • Enjoy meeting and working with people. • Have a positive approach. • Have good communication and organisation skills. • Have regular access to the internet or email.