



Committee Role Description

Captain

(Men's and Ladies' Captains to collaborate and share the responsibilities outlined below)

Promote the club whenever and wherever possible

Act as the first point of contact for current members, offering support and gathering feedback to act upon

Encourage club members in their running and provide help and guidance when requested

Serve as the first point of contact for potential and new members, providing information and supporting their integration into the club

Maintain a motivating presence at club nights, events, social gatherings, and through social media (e.g., Facebook) and email

Ensure all members have the option to run with someone appropriate on club nights

Recognise notable achievements and share them with the club

Attend monthly committee meetings and provide feedback to the committee

Inform all members of dates and details for Road Interclubs, Road Relays, and other relevant events not covered by other committee members

For the events mentioned above:

- Liaise with members to select teams
- Organise and distribute race numbers to participants
- Arrange transport (if required)
- Coordinate the transport and setup of the club tent (where required)