

Wellington Tramping & Mountaineering Club

Role Description



Revised August 2017

Position: Vice President

Responsible to: General Committee

Responsible for:

1. Assisting the President in any or all of his or her responsibilities.
2. Deputising for and acting as the President in the President's absence.
3. Assisting all Club Officers in their management of the Club affairs.

In particular the Vice President is responsible for:

1. Ensuring that regular reviews of position descriptions are undertaken by individual Club officers.
2. The Vice President assumes the role of Privacy Officer.

Membership of Committees:

None

Liaison:

To the extent that is desirable, the Vice President shall develop and maintain adequate liaison with those persons and organisations specified in the role description for the President.

Financial Authority:

The Vice President has no authority for any expenditure on Club activities without prior authority by the General Committee.