



CHAIRMAN

PURPOSE OF THE JOB

The Chairman is the focal point for all activities undertaken by the SMCA in support of Sidecarcross in Great Britain.

The Chairman has a major role in representing the vision and purpose of the SMCA to organising bodies and competitors alike.

The Chairman ensures that the committee functions properly, that there is full participation at meetings, all relevant matters are discussed and effective decisions are made and carried out.

The Chairman ensures that all activities of the SMCA are transparent and open, with all activities and decisions available to its members

DUTIES & RESPONSIBILITIES:

1. To maintain an overview of the SMCA's affairs.
2. To co-ordinate the committee to ensure responsibilities for particular aspects of management (e.g. financial control etc) are met.
3. To manage the SMCA in accordance with its rules.
4. To ensure that there is effective communication between the SMCA, its members, organising clubs and regulatory bodies (i.e ACU).
5. To represent the SMCA at external meetings and events.
6. To be aware of current issues that might affect the SMCA and/or Sidecarcross.
7. To plan and run meetings in accordance with the SMCA rules
 - 7.1 To ensure matters are dealt with in an orderly and efficient manner.
 - 7.2 To ensure impartiality and objectivity at meetings and in decision-making.
8. To ensure that the SMCA stays current and evolves and improves to meet the expectations of its members.
9. To maintain a register of trophies awarded/controlled by the SMCA (see Annex O) ensuring that their location is known, that they are returned in time for engraving and are available for presentation at the Awards evening.
10. To chair disciplinary panels as required.
11. To plan for the recruitment/renewal of the SMCA Committee.

REPORTING TO:

The Chairman is accountable to the members of the SMCA.