



Kent Netball Management Committee Role Description

ROLES, SKILLS AND PERSONAL QUALITIES

Associated Document:

This document should be read in conjunction with the Kent Netball Management Committee Role Descriptions.

Main duties and responsibilities for all KNMC volunteers:

- Must be Full Members of England Netball and aged over 18 years, unless otherwise specified.
- Shall adhere to the Kent Netball Policies and Procedures including Kent Netball's Code of Conduct.
- Act in the best interests of Kent Netball at all times.
- Work within the framework set out by the KNMC.
- Shall normally meet monthly commencing September each year and at other such times, as necessary. Taking a full part in meetings.
- Register their conflict of interest with the Secretary and at the start of any meeting or discussion where a conflict arises.
- Actively contributing to setting strategic direction, guiding the KNMC in formulating policies and managing the affairs of Kent Netball.
- Fix a yearly budget for each area of responsibility.
- Set and maintain Policies and Procedures and the Constitution for Kent Netball.
- Manage nominations for awards and honours.
- Implement and evaluate the Kent Netball County Plan each year.
- Promote best practices in governance.
- Prepare a report of activities for the year, for the Committee Member Report presented at the AGM.
- Manage personal data in accordance with Kent Netball's Data Protection Policy.
- Maintain confidentiality about any sensitive or confidential information received.
- Maintain an awareness of the wider netball world.
- Take responsibility for own learning and development.
- Be a passionate advocate for netball.
- Be inclusive.
- Carry out the role to the best of their ability.

Personal skills, qualities and values for all KNMC volunteers:

- Commitment and availability to attend KNMC meetings and events.
- Effective communication skills and willingness to participate actively in discussion. Use of Word Processing, Email and Video conferencing (Zoom).
- Responsibility and commitment with professionalism and integrity.
- Willingness to act in the best interests of Kent Netball.
- Good numeracy skills, to the extent required to understand your accounts with the support of a Treasurer.
- Work effectively as a member of a team.
- Trustworthy and reliable.
- Polite, respectful, tactful.
- Fairness.

- Honesty and discretion.
- Passion for netball.