



**JOB TITLE:** UK Members Council  
Representative of Clubs Affiliated to England Athletics

**REPORTS TO:** President of UK Athletics

**PURPOSE:**

- To bring the perspective of athletics clubs to the UK Members Council in order to contribute to the planning and review of the UKA Strategic Plan and to help ensure the successful outcomes of the strategic objectives.

**KEY RESPONSIBILITIES:**

- To contribute to overseeing the strategic direction of UK Athletics through membership of the UKMC.
- To attend meetings of the UK Members Council – a minimum of four meetings per year.
- To build relationships and create an environment for dialogue and discussion with key personnel in England clubs.
- To exchange ideas, knowledge and good practice and to raise issues affecting clubs and club development
- To co-ordinate information, ideas and views of all matters relating to clubs and club development.
- To present a written briefing report to all UKMC meetings.
- To undertake the statutory functions of a ‘member’ of UK Athletics Limited, as described in the Articles of Association of the company.

**PERSONAL SPECIFICATION:**

- To possess broad knowledge and understanding of the administration and development of athletics clubs.
- To demonstrate up to date knowledge and awareness of wider issues affecting athletics.
- To demonstrate a sound understanding of the UKA Strategic Plan and its application to athletics clubs.
- To have sufficient time to devote to the necessary preparation and attendance at meetings.

**TERMS AND CONDITIONS:**

<b>REMUNERATION</b>	This is a voluntary position. Reasonable expenses are paid.
<b>TERM</b>	The post has a term which will end at the AGM in December 2019

*NB. This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity you will be required to work and with consultation can be amended in the light of the changing needs of the organisation.*

***‘UKA is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, ethnicity, disability, age, sexual orientation, gender identity, religion or belief.’***