

Information Notes for the Vice-Chairman

What does the Vice-Chairman do?

The Vice-Chairman has 2 main roles:

1. Supporting the Chairman -

During your year of vice-chairman, you will be aware that your chairman has a number of things to organise and think about. It is always a good idea to sit down with the Chairman and discuss the areas where your help is needed. You may decide to work on one project at a time and share out the organisation/jobs to be done, or alternatively you may prefer to each take charge of separate projects. You will also need to support the Chairman by chairing meetings when they are away. In other words you are the Chairman's 'right-hand man'.

2. Learning the role of Chairman -

The chances are that as Vice-Chairman you are willing to take on the role of Chairman next year, your year as Vice-Chairman is therefore a valuable learning experience where you get to see the roles that the Chairman takes.

Where else can I find helpful information?

As your main role is supporting the Chairman, you will find useful information at WFYFC about their role, which may be helpful.

The Final Word

If you get stuck or just need some help or advice, no problem, just ask someone. Other than that:

Good Luck!

