

## **DUTIES OF THE PRESIDENT**

The President of the Cal Poly Fencing Club is the coordinator of information, events, policy, and function within the club's administrative infrastructure. The President is the head of the officer corps, which governs the Club's operation. The duties of the President, in specific include: Presiding over officer meetings, being the club liaison to Rec Sports, and overseer of any tasks undertaken by the club itself or the officer corps.

### **OFFICER'S MEETING**

- Although any officer may call for a meeting to be held- barring a crisis, the President is responsible for calling routine meetings of all the officers. This should be done an average of every two weeks in order to keep club business moving slowly.
- The President Presides over any meeting, and as such, should be prepared with an agenda of topics to be discussed. It is the President's job to maintain an efficient pace to meetings.
- When decisions concerning the club's administration are made (i.e. finances, events, policy change), the President, as do the other officers has one vote. The President does not have veto powers, but he/she should be recognized as having a more intimate knowledge of what is best for the club with respect to Rec Sports and the club itself.
- The President has the power to delegate authority to whomever is deemed fit.
- The President is responsible for finding balance between the requirements of the club, students, coaching staff, and Rec Sports. The President MUST decide what this balance is, and execute it- Do Not be afraid to be the President.
- The President must keep his subordinates accountable for their actions, or inactivity. The President is the representative of all the club members after all, elected to provide and maintain the club leadership.

### **REC SPORTS LIASON**

- The President is the link between the Cal Poly Fencing Club and its parent organization, Rec. Sports. He/ she is responsible for maintaining lines of communication with the CSC (Collegiate Sport Club) Supervisor, who is the direct Rec Sports resource to the President.
- As Liaison, the President is responsible for keeping current with Rec Sports policy, and for producing the forms required by Rec Sports(travel forms, competition reports, roster approvals).
- The President is should maintain a friendly, professional relationship with his/her Rec Sports counterparts- this is vital to a productive administration
- The President try to achieve the goals of the Fencing Club through partnership with Rec Sports, and so must constantly be in contact with the Rec Sports office- at least once a week. In specific, the club's CSC Supervisor must be kept in close contact.

Utilize the Supervisor as much as possible- it is their job to help the club navigate the Rec Sports administration.

The position of President demands responsibility and respect, but should never be abused. The President has no overt superiority over any other officers, but the officers should recognize and respect the office of the President. The President should be a leader in example as well as vision. The President should keep the Fencing Clubs mandate at all times when making decisions. The Club exists to teach the art of fencing to anyone willing to learn in a fun, social atmosphere at a reasonable cost(in a nutshell).