



President Position Description

Overview

The President is responsible for providing strong leadership for the club by working with the executive board and committee chairs to establish short and long-term goals, plans and

Responsibilities

- Presides over all board and membership meetings.
- Serves as primary spokesperson for the club.
- Establishes goals and objectives for the club working in harmony with the board.
- Resolves disputes within the club.
- Provides oversight and direction to the other elected members of the board and appointed positions that make-up club administration.
- Signs instruments of contract or lease agreements in the name of *Shark Tooth Sports Car Club, Inc.*
- Enforces all rules of the club and performs such duties as may pertain to the office of President.
- Verifies that the treasurer has arranged to deposit the funds of the club in a reliable bank in the name of *Shark Tooth Sports Car Club, Inc.*
- Handles other matters deemed to be appropriate, to be managed by the club President

Skills/Abilities Required

- Innovative, with a vision of the future of the club that they can plan, strategize and execute
- Excellent verbal and written communication skills, with the ability to communicate with board members, city government, vendors and club members
- Financial and operational acumen
- Strong problem solving and leadership skills, with the ability to motivate club members to participate and volunteer for club activities
- Strong presentation and interpersonal skills
- Basic computer skills including email MS Office (Word, Excel and PowerPoint)
- Familiarity with Robert's Rules of Order