

Club Captain Role Profile

JM
SU



Role Description

As Club Captain you'll be responsible for leading the club's sporting activity and development throughout the year. You'll inspire members to get involved, help attract and retain new players, and work with the committee to deliver high-quality experiences for your members. As the public face of the club, the Club Captain will work with JMSU, LJMU and your committee to promote a welcoming, inclusive, and exciting environment. You will use their enthusiasm and passion to drive the club's growth, visibility and success across campus.

Responsibilities

1. As Club Captain, you'll take responsibility for leading your sports club and for building and maintaining the sport's reputation. You will be held responsible for the behaviour and actions of your members, and you'll be the first point of contact for JMSU, LJMU and BUCS/NGB (if applicable)
2. You'll be responsible for ensuring that good practice guidelines, codes of conducts, and risk assessments are completed and followed
3. You're going to be the spearhead for your club's direction, building on previous good work and bringing ideas and passion to increase the impact of your club. You'll support sustainable club growth through increased participation and membership
4. You'll be expected to communicate regularly with the Vice President Activities and the JMSU Sport Team, and of course we'll always be on hand to offer support!

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Responsibilities (continued)

5. As the main point of contact for the club, you'll attend compulsory meetings with JMSU. These will include committee training, sports forums, one-to-one meetings and group meetings with other sports/societies. You'll be responsible for arranging someone else to attend if you're busy, and you'll need to follow up with them afterwards
6. You'll need to manage the committee and affairs of your club, this will include planning, and running, regular committee meetings and a yearly AGM according to the constitution
7. As Club Captain you'll oversee and guide decisions made by the committee. However, you must remember while you have overall say on most issues, your committee is your team and is there to add experience, opinions and guidance
8. Communicate committee decisions, club updates and any other news, messages or information from JMSU to members. You might choose to communicate most information through your Communications Officer but important messages should come from yourself
9. You'll be responsible for coordinating the committee, ensuring that members are carrying out their roles properly and supporting the committee team to work together effectively
10. Working with your Communications Officer, you'll need to prepare and present an annual report at the club's AGM
11. You'll need to be familiar with the constitution of your sport, your code of conduct and committee procedures as well as the constitution, byelaws and regulations of JMSU and you'll be responsible for ensuring your sport club complies with these



Qualities & Skills

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Essential Qualities

What you'll bring with you: the foundations of being a great leader

- Dependable and committed – you follow through on responsibilities and set the standard for others
- Positive team leader – you motivate members and help create an inclusive, welcoming club culture
- Clear communicator – you can bring people together and represent the club confidently
- Calm decision-maker – you can respond to challenges and keep things moving during busy periods
- Organised and proactive – you can balance sport, study and student leadership commitments
- Collaborative mindset - you work well with committees, coaches, JMSU and the wider student sport community
- Proud representative of your club, JMSU and LJMU

Skills You'll Develop in the Role

What you'll grow and strengthen through the experience

- Leading and motivating a team of people with different goals and abilities
- Planning and delivering training, fixtures, events, socials and club engagement
- Building membership through recruitment, retention and positive member experience
- Problem-solving and adapting when plans change or challenges arise
- Managing competing priorities and making confident decisions under pressure
- Influencing and working collaboratively with fellow students, JMSU and LJMU staff and external partners e.g. BUCS, NGBs and other universities
- Developing new ideas to improve participation, performance and club culture
- Strengthening leadership confidence and representing student sport at a wider level



For more information contact us at JMSUSport@ljmu.ac.uk

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