

ADG Board member roles

The ADG board supports Disc Golf activities and groups in Australia. Board members are expected to act in the interests of ADG members and uphold a standard of behaviour and integrity. They have an obligation to disclose a conflict of interest. It is expected that board members are able to attend monthly meetings held online and provide at least 1 hour a week in voluntary efforts to the organisation. All board members will participate in decision making, discussions and implementing policies.

Chairperson

The role is the public face of the organisation. Major activities include presiding over general and committee meetings and general coordination of the board. The role is the deciding vote in the event of a tied vote on a motion. The Chairperson will provide leadership in moving initiatives towards completion.

Deputy Chairperson

The Vice Chairperson will act to support the activities of the board. The Vice Chairperson is able to preside over general and committee meetings in the absence of the chairperson. If the Chairperson is unable to perform his duties the Vice Chairperson will hold the responsibilities until the next Annual General Meeting.

Secretary

The Secretary provides integral support to the ADG board. They co-ordinate the correspondence of the Association, keep full and correct minutes of the proceedings of the Committee and keep records of policies and processes. Internal correspondence includes the Annual Report, Email to members about AGM, General meeting minutes, notification of changes to the board.

Treasurer

The Treasurer will be responsible for the receipt of all moneys and payments. They will keep accurate records for accounting and auditing purposes and submit to the board a report, balance sheet or financial statement on at least a quarterly basis.

Director of Competitions

The Director of competitions is responsible for the ADG tour and events. They will work with the tournament committee to coordinate the tour, accept bids and register events, keep records of players and results and work to improve the running of events.

State Representative Liaison

The state representative liaison will coordinate the state representative body. They will communicate board decisions to the state representatives and bring feedback and suggestions from this body to the board.

Director of Communications

The director of communications will coordinate our media approach. They will draft key communications, utilise and moderate the ADG social media channels and website, and liaise with media producers to source content.

General Board members

General board members will assist where needed to keep the board activities running. There will be up to 2 General Board Members elected each year.
