

DRAFT

Policy Guidelines:

For Members Holding Committee Positions in Two VIEW Clubs

Purpose:

This document provides the guidelines for club committee members holding committee positions in two VIEW Clubs.

This was one of the recommendations submitted to Geographic Boundaries Area project team and endorsed by the Governance Project Working Group.

It aims to ensure effective leadership, minimise conflicts and promote inclusivity and collaboration within the organisation.

1. Approval

- Members who wish to hold committee positions in two VIEW Clubs are to obtain prior approval from both clubs' committees.

2. Role Clarity and Responsibilities

- Members are to ensure their responsibilities in each club are clearly defined to avoid overlaps, maintain confidentiality of individual club information and to avoid potential conflicts of interest.

3. Time Management

- Members are to assess their availability and ability to manage the workload of multiple roles effectively.
- Both clubs should consider the member's capacity during role allocation and ensure adequate support is available when needed.

4. Conflict Resolution

- In the event of competing priorities or conflicts of interest, members must disclose the issue to both committees and work collaboratively to find a resolution.
- Clubs may establish a mediation process to address any unresolved conflicts related to dual roles.

5. Inclusivity and Opportunities

- Dual role members should not hinder or restrict opportunities for other members to assume committee positions.

- Clubs are encouraged to promote leadership rotation and succession planning to ensure fair participation.

6. Communication and Reporting

- Members holding dual roles are to maintain transparent communication with both clubs, particularly regarding shared activities or resources.

7. Monitoring and Review

- Clubs should periodically review the arrangement to assess its impact on the member, the committees, and the clubs' overall operations.
- If challenges arise, adjustments to the member's roles or responsibilities may be made in consultation with both clubs.

8. Term Limits and Succession Planning

- Dual role members are encouraged to serve within established term limits to prevent burnout and allow others to step into Committee roles.
- Both clubs should work towards identifying and mentoring potential successors to ensure smooth transitions.

Conclusion:

This policy is designed to support members who wish to contribute their skills and expertise to two VIEW Clubs, while ensuring sustainable leadership, fostering inclusivity, and maintaining the organisation's collaborative spirit.

The preferred VIEW position would be that dual roles should only be undertaken when a member is unavailable in either club. Dual-role members should ideally avoid holding executive positions on both committees.