

# VICE PRESIDENT NOMINATION FORM

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## JOB DESCRIPTION:

- Enhance and Promote the Doncaster and Districts Netball Association
- To act in the Role of the President in the Presidents absence or direction.
  - In association with the President, manage and coordinate the operation of the DDNA
  - In association with the President, coordinate, manage and chair (as required) DDNA Club President meetings.
  - In association with the President, coordinate, manage and chair all Committee meetings.
  - In association with the President, prepare meeting agendas in liaison with the DDNA Secretary
  - In association with the President, set budgets and costing involved in the running of the Association in liaison with the DDNA Treasurer
- To act in the Role of the Secretary and/or Treasurer in their respective absence.
- Attend committee meetings
- To coordinate and assist any subcommittees
- Office duty as required

I, (Mr/Mrs/Miss/Ms) \_\_\_\_\_

hereby apply for the position of Vice President for 2020.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

## PLEASE COMPLETE THE FOLLOWING DETAILS

ADDRESS: \_\_\_\_\_

\_\_\_\_\_ POSTCODE: \_\_\_\_\_

TELEPHONE: (H) \_\_\_\_\_ (M) \_\_\_\_\_

EMAIL: \_\_\_\_\_

Nominated by 1. \_\_\_\_\_

2. \_\_\_\_\_

**PLEASE RETURN TO DDNA SECRETARY at [secretary@ddna.com.au](mailto:secretary@ddna.com.au) BEFORE THE 23rd OCTOBER 2019.**