

CARDINALS JUNIOR FOOTBALL CLUB (INC)

COMMITTEE CODE OF CONDUCT



Purpose

The purpose of this document is to set out the standards of behaviour expected of Committee Members. In agreeing to be part of the Committee, each member must agree to adhere to these codes at all times.

Committee Members must:

- Attend Committee meetings or forward their apology prior to the meeting;
- Treat all people associated with the Club, including members, volunteers, partners, sponsors, external stakeholders and other Committee Members with respect;
- Make decisions based on what is best for the Club, not for individual interest or gain;
- Not take advantage of their position on the Committee in any way;
- Declare any conflicts of interest or perceived conflicts of interest;
- Act as a positive role model with respect to good sporting behaviour;
- Adhere to the policies and procedures established by the Club;
- Respect the equipment and resources of the Club;
- Treat all teams or sub-groups without bias;
- Always represent the Club in a professional manner;
- Be open to feedback from members and respond appropriately;
- Be accompanied by a second Committee member when representing the Club to address issues with others (such as discipline matters);
- Acknowledge that the Club exists for the enjoyment of participating children, their families and the community as a whole, whilst contributing to the growth in the game of AFL football.

To ensure effective meetings, the Club Secretary shall:

- Advise Club members at least 7 days in advance of the date, time and location of an upcoming meeting;
- Provide an agenda for the meeting in advance (where practical at least 7 days in advance);
- Ensure that accurate minutes are taken and distributed to Club members within 14 days of the meeting.

Effective January 2015