



ACT Walking for Pleasure Inc.

RESPONSIBILITIES AND GUIDANCE FOR COMMITTEE MEMBERS

Committee Members are elected volunteers to ACT Walking for Pleasure Inc. (the Club).

Committee Members are responsible to the members of ACT Walking for Pleasure

Primary duties and responsibilities:

- Attend meetings as and when convened.
- Provide backup assistance to elected office bearers.
- Assist in organising activities as required (eg AGMs, ad hoc publicity initiatives)
- Discuss and vote about WFP matters at meetings and via email between meetings

Knowledge and skills required:

- Willingness to assist in the administration of the organisation.

Estimated time commitment required:

- Attend (usually) four meetings of approximately 1-1/2 hours each, plus the AGM each year.
- Flexible input for any other assignments.

This information is correct as at May 2024.