

## Executive Committee Member Responsibilities

The Executive Committee (the Executive) is the group of people that are responsible for the running of your organisation. As a member of the Executive, I agree to use my best endeavours to:

- Serve as an ambassador for my community group to enhance the organisation's public standing.
- To champion the community group's mission, accomplishments and goals and to garner support from the public as required.
- Ensure that my relationship with my community group adheres to legal standards and ethical norms and is carried out in accordance with the requirements of the community group's constitution.
- Provide advice and guidance to the community group in areas of expertise as required.
- Attend committee meetings and the AGM to the best of my ability and in accordance with the requirements of the community group's constitution.
- Acknowledge the duty of confidentiality in relation to matters discussed at committee meetings.
- Serve on a sub-committee in pursuit of the community group's goals & objectives as required.
- Pay the Annual Subscription Fee that may be determined by the Executive Committee from time to time.

I have read and understand the statements above.

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Executive Committee Member Name (Block Capitals)

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Executive Committee Member Signature

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Date