Vice Captains - Peacehaven and Telscombe Bowls Club

Position Title:
Vice-Captain (Man and Woman)

Reports To:
Club Captain and Club Bowls Committee

Term of Office:
Typically one year, renewable by club election or appointment

Purpose of the Role:
The Vice Captain supports the Club Captain in leading the club's playing members, helping to ensure the smooth organisation of matches, competitions, and events. The Vice Captain acts as a role model for good sportsmanship, teamwork, and inclusion—assisting in promoting a positive and enjoyable playing environment for all members. The role also serves as the deputy to the Captain, taking on leadership responsibilities in their absence.

Skills and Qualities:
- Supportive and cooperative leadership style
- Strong interpersonal and communication skills
- Organised, reliable, and approachable
- Knowledge of lawn bowls rules, etiquette, and competition structures
- Commitment to teamwork and fair play

Benefits:
- Opportunity to develop organisational skills
- Play a key role in supporting club operations and member engagement
- Contribute to a welcoming, community-focused, and successful bowls environment

Key Responsibilities:
Leadership and Support
- Assist the Club Captain in providing leadership and guidance to all playing members.
- Represent the interests of players at committee and selection meetings when required.
- Lead by example in conduct, commitment, and respect for the game and fellow members.

Deputising for the Captain
- Act as Club Captain when the Captain is unavailable, ensuring continuity of leadership.
- Support decision-making regarding team selection, match arrangements, and discipline when needed.
- Help coordinate club events, competitions, and presentations in the Captain's absence.

Team and Match Management

- Assist with organising and communicating team selections, match schedules, and results.
- Ensure players are informed about fixtures, dress codes, and reporting times.
- Work with the Match Secretary, Greenkeeper, and Captain to confirm greens and facilities are prepared.

Player Engagement

- Welcome and support new players, assist with inductions, helping new players integrate into club activities.
- Encourage participation across all levels of ability, fostering a friendly and inclusive atmosphere.
- Help identify and support player development opportunities in social and competitive play.
- Identify players preferred playing position and develop their experience.

Communication

- Help maintain effective communication between the Captain, committee, and members.
- Contribute to club notices, newsletters, and announcements regarding playing matters.
- Provide feedback from players to the committee on match and event organisation.

Time Commitment:

- Attendance at regular matches, competitions, and club events during the season
- Participation in committee and selection meetings
- Approx. 8-10 hours per week during the playing season

Support and Training:

- Works closely with and is supported by the Club Captain and Committee
- Handover guidance provided from the outgoing Vice Captain
- May access resources and training from regional bowls associations