**Application Form – Ladies Vice Captain**

*St Mellons Golf Club aims to be the best family friendly club in the region; it will be known for its welcome to members and visitors alike. Inclusive and forward-thinking, it will be recognized for its heritage and excellent facilities. This with a golf course that is immaculately presented and providing high-quality golf for all levels of player, with a dining****,*** *and social experience to match.*

1. **APPLICANT** (Please answer all questions.)

|  |  |
| --- | --- |
| Application for the position of:  | **Ladies Vice Captain** |
| **Personal Details** |
| Title: Mrs [ ]  Miss [ ]  Ms [ ]  Other [ ]  *If other please state:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Surname:  | Forenames:  |
| Address: Postcode:  |
| Telephone Information:Home: Mobile: Work:  | Email Address: |
| Years membership @ SMGC (at time of AGM):  |
| Current membership category: **7 day:** [ ]  **6 day:** [ ]  **Other:** [ ]   |
| Current Occupation / Status:  |

|  |
| --- |
| The Ladies Vice Captain will serve one year on CC and during that period act as deputy to the Ladies Captain in all matters.Thereafter, serve a further one year as the Ladies Captain will (if so elected):* Maintain the integrity, standards, ethics and values of the club and of the game of golf;
* Build positive relationships with club members, understanding their diverse needs and uniting their voices
* Jointly Chair the CC meetings;
* Provide guidance and general direction on members golf / participation;
* Attend Monthly BoD meetings, as “guests”, in a non-voting capacity;
* Assist the BoD in understanding the needs of all sections of the membership, through their representation on the CC which may impact the business of the club;
* Resolve confidential or sensitive club and membership issues. This in conjunction with the GM, when / where appropriate;
* Interview new members;
* Attend Awards / Presentation ceremonies;
* Undertake an ambassadorial role / duty for the club and its members at appropriate / necessary events and functions at the club or beyond.

Please note that this application form maybe distributed to members in order to facilitate an election (with personal information redacted). |
|  |
| I understand that this role is voluntary and no remuneration will be associated with this appointment. |
| Signed: | …………………………………………………… |
| Date: | …………………………………………………… |

1. **PROPOSER** (Please answer all questions):

|  |
| --- |
| **Name:** |
| Please state the capacity in which you have known the applicant:  |
| How long have you known the applicant? |
| Are you a current member of St Mellons Golf Club? YES [ ]  NO [ ]   |
| Years membership @ SMGC (at time of AGM):  |
| Current membership category: **7 day:** [ ]  **6 day:** [ ]  **Other:** [ ]   |
| Please state why you believe / feel that this person / applicant will positively contribute to the role of Ladies Vice Captain (and Ladies Captain Elect)?  |
| Signed: | …………………………………………………… |
| Date: | …………………………………………………… |

1. **SECONDER** (Please answer all questions)

|  |
| --- |
| **Name:**  |
| Please state the capacity in which you have known the applicant (1) |
| How long have you known the applicant? |
| Are you a current member of St Mellons Golf Club? YES [ ]  NO [ ]   |
| Years membership @ SMGC (at time of AGM):  |
| Current membership category: **7 day:** [ ]  **6 day:** [ ]  **Other:** [ ]   |
| Please state why you believe / feel that this person / applicant will positively contribute to the role of Ladies Vice Captain (and Ladies Captain Elect)?  |
| Signed: | …………………………………………………… |
| Date: | …………………………………………………… |

**APPLICATION PROCESS**

 **CLOSING DATE FOR APPLICATIONS**

**Members may submit their completed application forms between Tuesday 6th February 2024 & Tuesday 20th February 2024.**

 Please note that **Completed applications** received after this date will not be processed.

Completed Application Forms can either be:

* + emailed (marked Private and Confidential) to:

 **manager@stmellonsgolfclub.co.uk**

* + or posted to:

**General Manager**

 **St Mellons Golf Club**

 **St Mellons**

 **Cardiff**

 **CF3 2XS**

Posted Completed Application Forms should duly be marked the envelope **‘Private & Confidential’**