



Canberra City Farm Role

Vice-President

Position title:	Vice-President
Location of position:	Varies
Reports to:	Canberra City Farm Executive Committee
Role, project overview and purpose	<p>The role and responsibilities of the Vice-President is defined in the Constitution of the Canberra City Farm as follows:</p> <ul style="list-style-type: none"> The Vice-President shall, in the absence or temporary incapacity of the President, exercise all of the President's powers and at other times shall perform such duties as may from time to time be determined by the committee.
Key responsibilities	<ul style="list-style-type: none"> Refer to the President's Role. Mentor and support the next person to take on the position.
Existing arrangements	<ul style="list-style-type: none"> Refer to the President's Role.
Minimum period	<ul style="list-style-type: none"> 1 year + time to coach next person to take on the role.
Skills, experience and attributes	<ul style="list-style-type: none"> Interested in learning, mentoring and helping people grow. Project management skills to deliver results. Interpersonal skills to build collaborative relationships with all stakeholders.
Training that will be provided by the CCF:	<ul style="list-style-type: none"> Coached and supported to do each responsibility by an experienced CCF member and the CCF Executive Committee.
Benefits for the volunteer:	<ul style="list-style-type: none"> Increased skills and self-confidence. Contributing to grow the CCF community. Practice field for developing and practicing coaching and influencing skills.
Benefits to CCF:	<ul style="list-style-type: none"> Happy members with a growing number. Improved reputation, credibility, brand and impact of CCF.
Other requirements of the role:	<ul style="list-style-type: none"> Induction training. Police check (if required). Medical check (if required).
Name of volunteer	
Start date:	
End date:	
Hours and days required per week:	
Learning needs:	



Canberra City Farm Role

Any other training required (please describe):	
Any other special conditions (please describe):	
Mentor:	
Volunteer signature:	
Executive signature:	
Date:	
Date of review:	
Last person in position:	
Last person's learning insights and tips:	