



KENILWORTH WARDENS SPORTS CLUB

VOLUNTEERING OPPORTUNITIES 2025/26

Options for Regular Volunteering

How could you volunteer to help run the Club? There is a desperate need for more people to get involved to keep the club running at a cost that allows the cost of taking part as low as possible.

If you have some time to spare on a regular basis, here are some areas you could volunteer to help with:

1. Board Member / Director

Be part of the Leadership of the Club into the future! Our new Board will be setting the direction for the club at Glasshouse Park.

A significant commitment, elected by Members at an AGM, or co-opted part way through the year, as an elected Board Member, you are a Director of the limited company. You need to be able to attend between 5 and 8 Board Meetings each year, and ideally to take leadership of a particular element of the Club's business, which would require further time commitment. The roles the you could fulfil on the Board include:

- a. Chair
- b. Club Secretary, Including Club constitution and governance oversight
- c. Clubhouse Facilities Management & Booking
- d. Clubhouse Bar and Events Management (as part of the Bar Committee)
- e. Health & Safety and Safeguarding
- f. External Marketing and Communications
- g. Internal Membership Communications
- h. Purchasing and Contract Management
- i. Sponsorship and Fund Raising, or
- j. Any others the Board deems necessary

The plan would be to recruit enough volunteers from bullets 3 to 9 to build appropriate teams of people around these areas to make delivery achievable.

2. Co-Opted Board Member

If you have the skills and experience to contribute to the Board in one of those skill areas, but do not wish to become a Director, the Board does have the authority to delegate actions and projects to co-opted individuals or committees. So if you do not want to be a Director, but think you could help with a particular part of running the club, please let us know.

3. Member of Bar Committee

The Bar Committee is elected by the Members to run the bar. Being on the Bar Committee would involve 4 meetings a year, as well as the potential for working some voluntary shifts, opening and closing the bar and club for other Club members, being the contact point and key holder for third party bookings, stock taking, pricing, and so on.



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4. **Getting Involved in Sports Section Committees**

Each sports section is run by a Sports Section Committee, which require volunteers to fill the Club Officer roles at this level. These roles will include Chair, Treasurer, Secretary, Welfare / Safeguarding amongst others.

This time commitment will depend on the role and the section.

5. **Social Media**

Expertise in the use of social media to support the Club's objectives. Work with the Board and Sports Sections to agree a Social Media structure and approach to include:

- a. **Club Website** – Including recommending and potentially re-building the current Club website.
- b. **All Social Media accounts across all channels that carry the Kenilworth Wardens name.** Specifically recommending what channels should be used for what purpose in communication within and externally to the Club.

6. **Day to Day Clubhouse Management and Maintenance**

The Clubhouse needs some continuous attention to ensure that the building can be used in a safe and healthy manner. Could you carry out some of the fire safety and alarm checks on a weekly basis? Maybe be part of a rota that manages waste collections and simply being around to take bar or other deliveries?