

**BATH CITY FC  
POLICY ON THE CREATION AND APPOINTMENT OF NEW  
VOLUNTEER CLUB OFFICIALS  
JANUARY 2017**

To ensure the smooth running of the club, the chair of the club board may create volunteer club positions to undertake tasks and assume responsibilities as set out in a role description. These positions report directly to the club board and operate separately to the volunteer working groups.

Members of the Supporters Society, for as long as it is the club's majority shareholder, must be notified by email of all newly created volunteer club positions and related role descriptions. Members should then be afforded a reasonable time period in which to apply for the position. Non-members may also be informed and invited to apply at the chair's discretion.

The chair may organise the application and appointment process in whichever way they see fit.

The chair may appoint an interim volunteer club official to assume responsibility for the position during the application and appointment process.

The chair may remove or suspend a volunteer club official from their position, amend the job description or abolish the position at their absolute discretion.

Existing volunteer club officials as of 31 December 2016 do not need to reapply for their roles and job descriptions do not need to be created and published until such time as new volunteers are required to fill the roles.