

Succession Planning Policy

The membership formal appointment of Griffins Swimming Club of Enfield Staff and Officers is described in the Club's Constitution (refer to items 3, 5, 7, 8 and 9).

The process below illustrates the succession plan in place.

- a designated deputy is nominated for all positions held by staff and officers of the swimming club;
- a minimum period of one month's notice is required for any person wishing to resign from their position. The term of office for Officers of the club is for one year and elected at the Annual General Meeting (AGM);
- if an Officer resigns in advance of the AGM before a successor can be elected, the Committee will appoint the designated deputy in an interim position;
- if a number of Officers resign in advance of the AGM, which prevents the committee forming a quorum to elect designated deputies, a Special General Meeting will be held to elect new Officers.

The Officers of the Club will throughout the year work to seek new Committee members, with volunteer members to assist with running the Club operations.