

BMW Motorcycle Club Policy Document



Policy Name **Role Description – Member Representative**

Initiated By

Document Owner(s)	
BMW Motorcycle Club Board	

Policy Version Control

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The Member Representative plays a critical role through effective representation of members at the Board table. He/she plays a role in maintaining effective communication between the Board and the Club's membership base.

Desirable Attributes:

The Member Representative is:

- an excellent communicator
- a person who can develop good relationships internally and externally
- competent in his/her knowledge of the Constitution, rules and duties of office bearers
- able to work collaboratively with Area Representatives
- a good listener and attuned to the interests of Area Representatives and members
- a good role model and a positive image for the Club in representing the Board

Specific duties include but are not limited to:

- act as a conduit between the Board and Club members, for example, serving as liaison in bringing any issues/suggestions/feedback to the Board
- suggest, develop and implement solutions to problems
- collaborate with Area Representatives to coordinate events to enhance members' communication opportunities
- represent their fellow members at Board meetings
- play a part in relaying key messages from the Board to the membership