

New England Swimming, Inc.

New England Swimming Mission Statement:

“To promote and support personal excellence through competitive swimming.”

New England Swimming Vision Statement:

“To be the top performing LSC in the Eastern Zone.”

New England Swimming Core Values:

Professionalism and Leadership

Pursuit of Excellence

Accountability and Responsibility

Adhere to the USA Swimming and New England Swimming Rules, Regulations, Policies and Procedures

Strong Communication

Positive Environment

General Chairman

Job Description

The General Chairman shall oversee and have general charge of the management, business, operations, affairs and property of NESI, and the general supervision over its officers and agents; shall call meetings when and where deemed necessary; shall preside at all meetings; and, except as otherwise provided in these Bylaws and with the advice and consent of the Board of Directors, shall appoint committee chairmen and members for standing and special committees or coordinators as may be necessary to permit NESI to effectively, efficiently and economically conduct its affairs. The General Chairman shall report to the Board of Directors all matters within the General Chairman's knowledge that the Board of Directors should consider in the best interests of NESI. (New England Swimming By-Laws, 2006)

Primary Duties

- Provide the New England Swimming Board of Directors and the New England Swimming community with a vision for successful operations of the LSC.
 - Support and promote the LSC vision, mission and core values.
 - Implement and oversee yearly strategic planning sessions.
 - Provide the LSC membership with regular updates on the performance of New England Swimming in relation to the vision and mission of the LSC.

- Run effective and efficient board meetings.
 - Review and approve the meeting agenda in advance of the meeting.
 - Utilize Robert's Rules of Order in administering the board meetings.
 - Support focused dialogue and decision-making during board meetings.
- Oversee and supervise all New England Swimming, Inc. staff and contracted employees.
 - Complete yearly employment evaluations with the support of the Personnel Committee.
 - Oversee the budget and finances of the LSC with the support of the Finance Committee.
 - Provide support and direction for the staff, as needed.
- Oversee and supervise all New England Swimming, Inc. committees, committee chairs and board members.
 - Appoint committees and committee chairs with the advice and consent of the Board of Directors where required by the New England Swimming By-Laws.
 - Ensure that all committees and board members clearly understand and implement their primary duties.
 - Provide support and direction for the committees and board members, as needed.
- Provide outstanding leadership for the entire New England Swimming community.
 - Act with integrity.
 - Communicate with respect.
 - Pursue excellence for New England Swimming.