



YOUR ROLE IN YFC

Are you a team player, keen to develop your skills and prepared to take responsibility for an area of interest? Then why not join the YFC officer team and help run your YFC. Taking on a club officer role is rewarding, challenging and enjoyable. There is more information on volunteering in YFC in this section.

A successful YFC is made up of dynamic individuals acting as a team, with a shared vision of working hard to offer the best for their YFC. This means being able to rely on your fellow officers and them being able to rely on you in return.

Job descriptors for the following roles contain the information you will need to get you started, running a fun, safe and successful YFC including details of what constitutes a Position of Trust and mandatory safeguarding training you will need to undertake. You may have more than one role.

OVERVIEW OF YFC ROLES

➤ CLUB CHAIR / VICE CHAIR

You will lead your club and inspire its members. You will be part of your club's management committee with charity trustee responsibilities. This is also a position of trust.

➤ CLUB SECRETARY

You will be responsible for planning meetings and the administration of the club. You will be part of your club's management committee with charity trustee responsibilities. This is also a position of trust.

➤ CLUB TREASURER

You will be responsible and accountable for the club's finances. You will be part of your club's management committee with charity trustee responsibilities. This is also a position of trust.

➤ CLUB PROGRAMME SECRETARY

You will be involved in planning a good and varied programme, which is at the heart of YFC.



➤ **CLUB LEADER**

A club leader provides advice and guidance to support a club officer team to achieve their goals. You will have charity trustee responsibilities and you will be in a position of trust.

➤ **JUNIOR CLUB LEADER**

A junior club leader takes responsibility for running a club of junior members. You may have charity trustee responsibilities and will be in a position of trust.

➤ **JUNIOR SECTION LEADER**

A junior section leader provides a safe pace for junior activities to take place as part of an existing open club. You will be responsible for planning and operating a suitable programme of activities. You will be in a position of trust.

➤ **CLUB SUPPORTER**

You will probably be an experienced former YFC member who will offer help and support to the club when needed.

➤ **CLUB HEALTH AND SAFETY OFFICER**

You will be responsible for making sure your YFC is a safe environment for all members to enjoy and complies with health and safety laws.

➤ **CLUB WELLBEING AND SAFEGUARDING OFFICER**

You will act as a point of contact for members for things safeguarding. You will work with the County Designated Wellbeing & Safeguarding Officer (DWSO). You will ensure the club follows all safeguarding policies and procedures.

➤ **CLUB PRESS OFFICER**

You will be responsible for publicising your YFC's activities and promoting a positive public image.

➤ **CLUB SOCIAL EVENTS OFFICER**

You will organise successful club events that are safe and legal.

➤ **JUNIOR CLUB OFFICERS**

You will have the opportunity to 'shadow' the key officer roles. You will normally be under 18, so unable to be a trustee.



➤ **CHARITY TRUSTEE**

You collectively, along with other trustees, are ultimately responsible and accountable for the management of the club and its activities ensuring it is legally run in line with the club's constitution, the law and is a safe place for members. Even if you delegate some responsibilities you are still ultimately responsible so you need a good knowledge of YFC and what is going on.

➤ **ADVISORY MEMBER**

You form an advisory group of adults to support the club officers. The role may carry trustee responsibilities.

➤ **PRESIDENT**

You will be a figurehead for the club and will help your YFC reach its full potential.

➤ **PARENTS**

The role of a parent is to support the purposes of Young Farmers and to work in partnership with the club to ensure your child gets the maximum benefit from their membership.

➤ **POSITIONS OF TRUST**

A position of trust is where an adult is acting 'loco parentis' for children and vulnerable adults or holds responsibility or authority in relation to them as part of their duties. Those elected to hold office in YFC are in a Position of Trust

