



UL KAYAK CLUB AGM 2018

#9INAROW

TRIPS POLICY

- Needed after a number of incidents in the past and on recommendation from SU.
- Will be published for review once passed by committee.
- Nothing new, making everything clear for all parties.
- Covers: Selection Process, Money Handling (due dates etc...)

VARSITIES

- Full Price Due
- Packing Wednesday 6.30pm at BH.
HP class boats to be decided here.
- Whitewater & Freestyle teams leave
7pm Thursday
- Bus leaves BH Friday 6pm everyone.
- Don't forget ID and costume.



HOUSEKEEPING

- Position described.
- Self nominations firstly, then nominating of others.
- All nominees must be willing and seconded.
- Uncontested nominees will be automatically elected.
- With multiple nominations;
 - Two minute individual hustling slot in nominated order.
 - INDIRECT questions welcomed from the floor to be answered by all.
 - For fairness or time chair may pass on questioning where needed.
 - After questions, nominees leave for secret voting.
 - No swaying points, notes or questions may be added without nominees present and all will be returned where deemed necessary.

POSITIONS

Position	Current	Elected
Captain	Eoghan Calnan	
Secretary	Conor Lowe	
Treasurer	Katie Reidy	
STD	Sam O'Connor	
Ass. STD	Shane Desmond	
Trips	Rhona Crowley	
Equipment Officer	Daragh Heffernan	
Ass. Equipment	Alex Cummins	
PRO	Karen O'Sullivan	
Disciplines	Conor O'Hagan	
Polo	Stephen O'Dea	
Fresher's Rep	Jessie Langridge	
Web Admin	Eoin Hayes	
Spare Person	Brian O'Mahony	

CAPTAIN

- Face of the club, in charge of upholding our good name and reputation
- Ensure the club runs smoothly & benefits all its members as much as possible
- Make sure rest of committee are doing their work
- Liaise with Paul & Michelle in the C&S offices
- Suited to someone:
 - Who is responsible & committed
 - With excellent organisational skills
 - With a thorough knowledge of how the club works both on a committee level and in the C&S
 - WHO WILL PUT THE CLUB BEFORE THEMSELVES

SECRETARY

- Organises the bi-weekly committee meetings
- Take minutes at all meetings
- Follow up on other committee members action items
- Reply to emails and inquiries
- Suited to someone:
 - Who is extremely organised
 - Can type/take notes quickly at meetings
 - Who has good communication skills



TREASURER

- Oversees the clubs spending of its budget from the C&S
- Keep a record of all income and expenditure
- Ensure all bills are paid on time
- Do most of the work for the annual budget submission
- Treasurers workshop: Monday 8th February 12-1pm Room 3 SU
- Suited to someone:
 - Who is very responsible & organised
 - Who has a head for figures & book-keeping

SAFETY, TRAINING AND DEVELOPMENT

- Ensure all activities are run in a safe manner
 - Correct ratios
 - People are in a state to get on the river
- Organise skills, safety & rescue training & assessments
- Suited to someone:
 - Who is responsible, sensible and organised
 - Who isn't afraid to tell people they can't get on the river
 - Who has a good knowledge of the ICU award structures

ASSISTANT SAFETY, TRAINING AND DEVELOPMENT

Assist the STD to;

- Ensure all activities are run in a safe manner
 - Correct ratios
 - People are in a state to get on the river
- Organise skills, safety & rescue training & assessments
- Suited to someone:
 - Who is responsible, sensible and organised
 - Who isn't afraid to tell people they can't get on the river
 - Who has a good knowledge of the ICU award structures

TRIPS

- Organise all our weekend trips
- Book hostels, ensure we have drivers/book buses
- Work with treasurer to calculate price for trips
- Organise international trips with help of the whole committee
- Suited to someone who has:
 - Good organisational skills
 - Good communication skills



EQUIPMENT

- Look after our upwards of €100,000 worth of equipment
- Organise the purchase of new gear & club gear orders
- Repair boats, decks, wetsuits, helmets etc.
- Carry out boat allocations for bigger trips
- Ensure sign-out procedure is followed
- Suited to someone who:
 - Is very organised
 - Can problem solve repair issues
 - Can plastic weld, preferred but not essential
 - Good communication skills

ASSISTANT EQUIPMENT

Assist the Equipment Officer to;

- Look after our upwards of €100,000 worth of equipment
- Organise the purchase of new gear & club gear orders
- Repair boats, decks, wetsuits, helmets etc.
- Carry out boat allocations for bigger trips
- Ensure sign-out procedure is followed
- Suited to someone who:
 - Is very organised
 - Can problem solve repair issues
 - Can plastic weld, preferred but not essential
 - Good communication skills

PUBLIC RELATIONS OFFICER



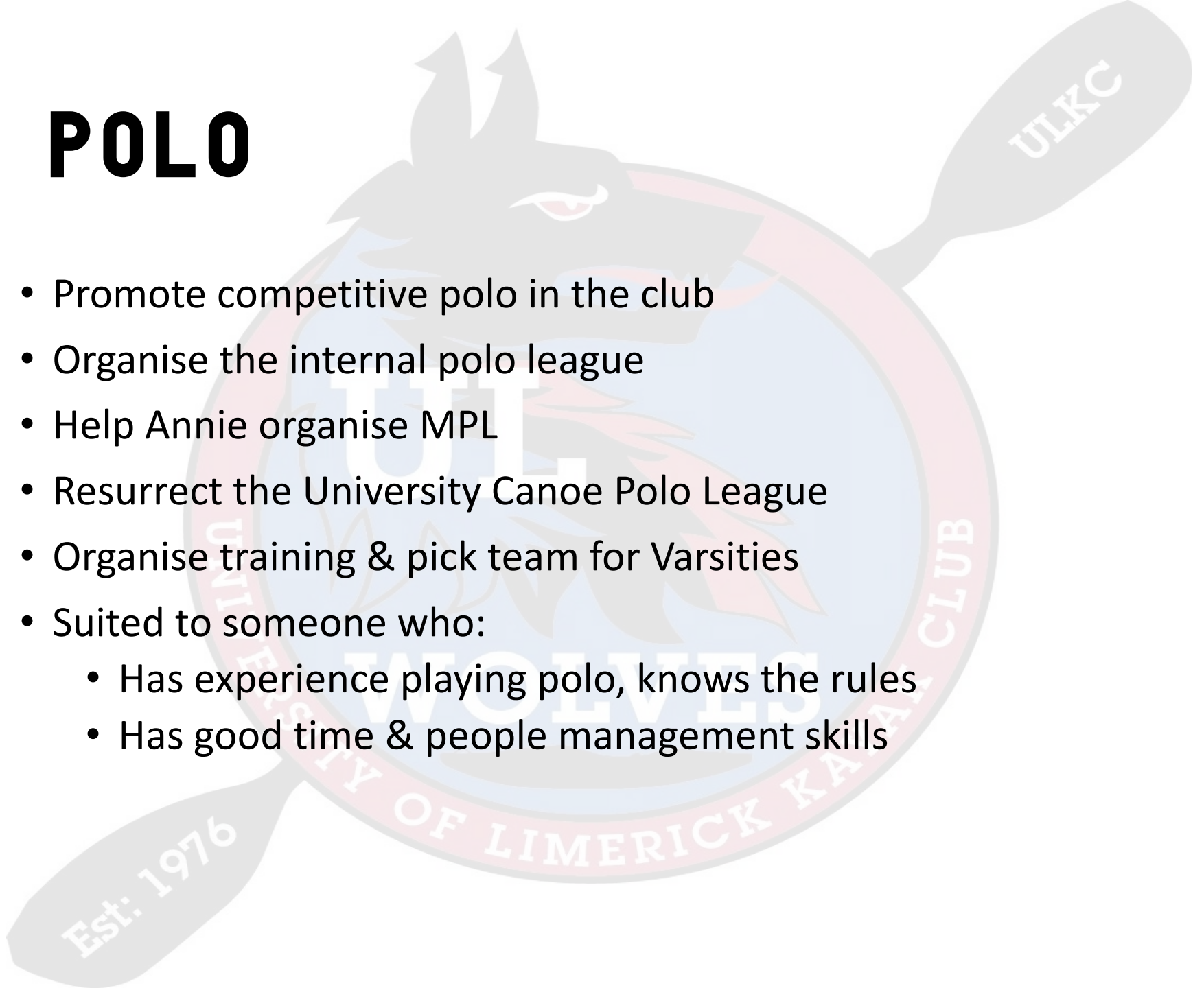
- Maintain the club's social media presence
- Weekly emails
- Ensure articles are submitted to An Focal and C&S Newsletter
- Create event pages, posters & other promotional material
- Suited to someone:
 - With good literary skills
 - Who is enthusiastic about the club
 - Who is very organised and can meet deadlines
 - Who likes acting on their own initiative

DISCIPLINES

- Promote diversity in the club
- Disciplines include whitewater, freestyle, surf, slalom, marathon, sprint, polo, sea kayaking
- Promote events for the various disciplines, not just the ones we always do
- Suited to someone who:
 - Has knowledge and experience(preferred but not necessary) in the different disciplines
 - Has a good online presence, will see any new events
 - Will encourage others to try new things

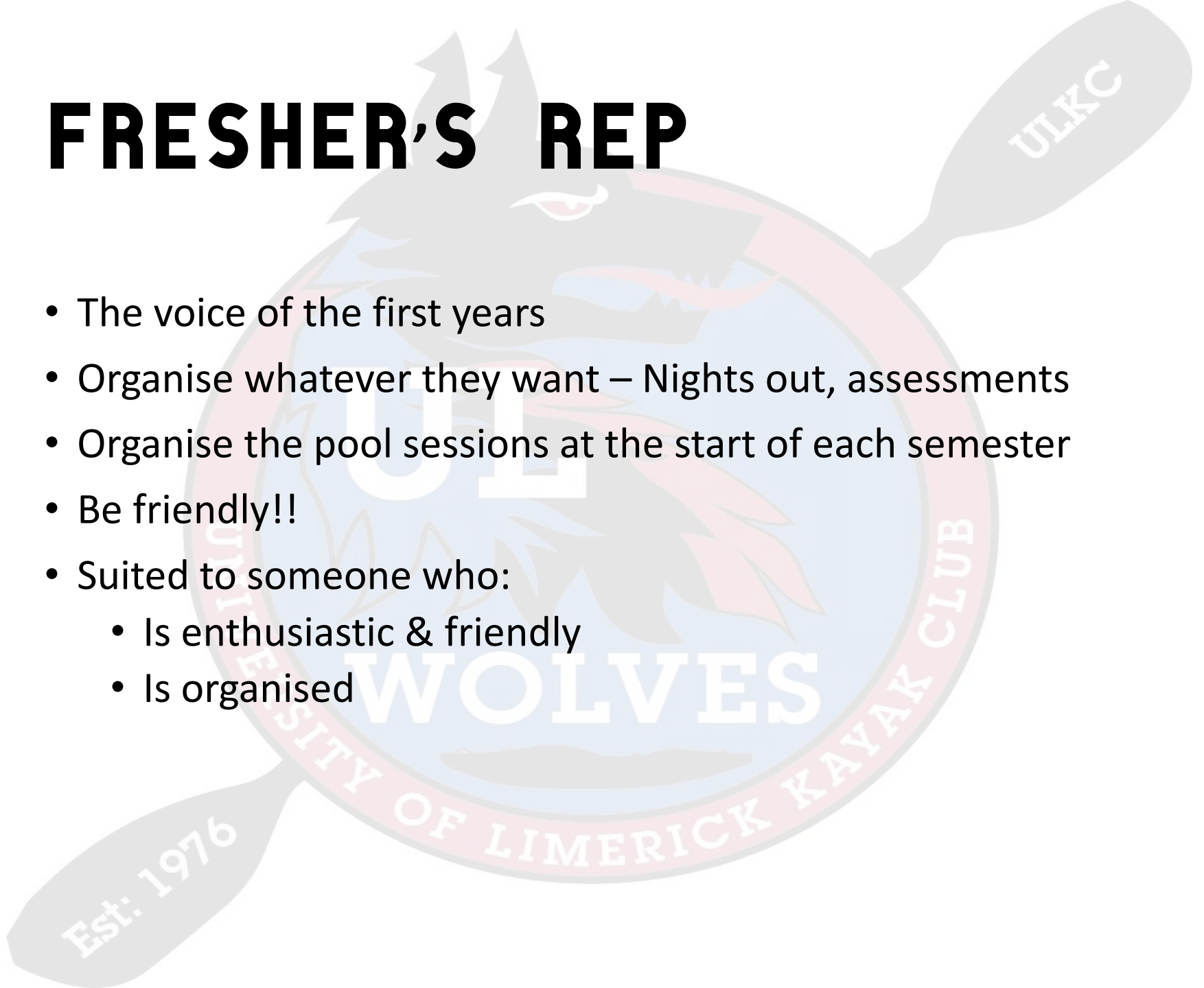
POLO

- Promote competitive polo in the club
- Organise the internal polo league
- Help Annie organise MPL
- Resurrect the University Canoe Polo League
- Organise training & pick team for Varsities
- Suited to someone who:
 - Has experience playing polo, knows the rules
 - Has good time & people management skills



FRESHER'S REP

- The voice of the first years
- Organise whatever they want – Nights out, assessments
- Organise the pool sessions at the start of each semester
- Be friendly!!
- Suited to someone who:
 - Is enthusiastic & friendly
 - Is organised



WEB ADMIN

- Maintain the club website and forum
- Suited to someone who:
 - Has good knowledge of web design and maintenance
 - Has good knowledge of phpBB forums





GOOD LUCK TO OUR NEW COMMITTEE!

CAN THE NEW AND OLD COMMITTEES PLEASE STAY FOR 10 MINUTES.

