



## ROLE OVERVIEW

The LMSC Chair is an ongoing position elected by the LMSC membership in accordance with the LMSC bylaws. The Chair provides oversight for LMSC operations and leads the USMS mission which is to promote adult swimming within the LMSC.

## KEY DUTIES & RESPONSIBILITIES

- Oversee the day-to-day management of the operations of the LMSC.
- Preside at all LMSC meetings.
- Preside over the annual membership meeting.
- Ensure required duties of other officers are performed.
- Submit reports to USMS and LMSC board as necessary.
- Communicate with LMSC volunteers and members.
- Promote leadership development within the LMSC.
- Encourage and acknowledge Board and Committee volunteers.
- Act as the direct point of contact for any LMSC member regarding any USMS/LMSC questions, concerns, or comments.
- Comply with current LMSC bylaws and USMS Rules.
- Organize necessary LMSC committees in accordance with the bylaws Understand the LMSC. Standards policy and promote actions to meet standards.
- Receive communications from USMS and relay relevant information to the appropriate LMSC officers and/or membership.
- Maintain a clear focus on the Mission and Vision statements of USMS.
- Communicate delegate appointments to the USMS Annual Meeting to USMS.
- If possible, attend the annual USMS Annual Meeting.

## RECOMMENDED EXPERIENCE & SKILLS

- Strong desire to volunteer and champion United States Masters Swimming and adult swimming.
- Strong leadership, communication, and management skills.
- Working and functional knowledge of each LMSC Board and Committee position.
- LMSC volunteer experience, including prior LMSC Board experience preferred.
- Basic knowledge of governance practices for volunteer organizations.

## RESOURCES

- VP of Local Operations
- Zone Chair

## LMSC VOLUNTEER ROLE DESCRIPTION

### **CHAIR**

- USMS Website- Guide to Local Operations
- LMSC Bylaws
- LMSC Development Committee
- LMSC Standards
- USMS National Office Staff
- Other LMSC Chairs