

QUEEN'S PARK HARRIERS COMMITTEE (As of October 2023)

PRESIDENT

Emma Sutherland

VICE PRESIDENTS

Saikat Chatterjee / Ben Posen

SECRETARY / CHAIR

Gavin O'Sullivan / James Walerych

TREASURER

Stuart Woolmer / Bill O'Connor / Sarah Cooke

MEETING MINUTES

Bill O'Connor

MEMBERSHIP

Elisabeth Horridge / Sarah Power / Charlie Lawson

ROAD CAPTAINS

Ben Posen / Jen Armson

TRACK CAPTAINS

Sam Sutherland / Lisa Forrester / James Welch

SUMMER LEAGUE CAPTAINS

John Walerych / James Walerych / Jean Walerych

CROSS COUNTRY CAPTAINS

Bill O'Connor / Susan Kennedy

LIDDIARD TROPHY COORDINATORS

Sam Sutherland / Bill O'Connor / Susan Kennedy

GREEN BELT RELAY COORDINATORS

Tim Lewin / Harriet Preedy / John Brosnan / Fawad Karim

SENIOR COACHING COORDINATORS

Dustin Daniel, Alex Phillips

SENIOR COACHING TEAM

Gildas Braine / Sophie Barnard / Gavin O'Sullivan / Ben Posen / Jen Armson

JUNIOR COACHING COORDINATORS

Leanna Mailer / Sam Sutherland / Peter Reupke / Andy McCarron

JUNIOR COACHES

Chris Bailey / Sophie Barnard / Gavin O'Sullivan / Jodie Whitelaw / Francois Alba

COMMUNICATIONS TEAMS

NEWSLETTER LEADS

Gilly Cross / Emma Yentis / Ellie Keable / Abi Thomson / Freddie Cooke / Jamie Baird / Roma Denetto / Fawad Karim / Karen Elliot

WEBSITE LEADS

Rob Baillie / Mark Greig / Dustin Daniel / George Hicks

SOCIAL MEDIA LEADS

Freddie Cooke / Giles Deards / Sam Sutherland / Fran Griffin / Nadia Morris

WILLESDEN STADIUM LINK

Saikat Chatterjee / Stuart Woolmer / Sophie Barnard

LEAD WELFARE / CHILD PROTECTION OFFICERS

Richard Byrne / Joanna Braine

SOCIAL COMMITTEE

Freddie Cooke / Tim Lewin / Emma Sutherland / Sam Sutherland

DELEGATE TO ASSOCIATIONS

Bill O'Connor / Sam Sutherland / Alan Agarrat

FUNDING

Richard Byrne / Gavin O'Sullivan / Adrian Boylan

MERCHANDISE

Sarah Bailey / Bill O'Connor / Sam Sutherland / Emma Sutherland / Joanna Braine

MENTAL HEALTH CHAMPIONS

Anastasia Chew / Sofia Ali / James Walerych / Richard Byrne

COMMUNITY ENGAGEMENT TEAM

Giles Deards / Reena Aggarwal / Gildas Braine / Freddie Cooke / Adrian Boylan / Sophie Barnard

Queen's Park Harriers Committee Roles

PRESIDENT: A position offered to a member who has been in the club for at least 3 years and has contributed a considerable amount to the functioning of Q.P.H. Usually a one year position.

TWO VICE PRESIDENTS: As above, one of whom is likely to be the new President.

SECRETARY/CHAIR: To collate and analyse information on various topics which are received from England Athletics, the South of England Athletic Association, Middlesex Athletic Association, etc. With more/ most information now being transmitted by emails it is important to be able to access this information. Chair monthly committee meetings and distribute action points..

MEMBERSHIP: Keep records of new members. Register new members with England Athletics. Maintain Mailchimp email list with new members. Respond to new enquiries from website and Gmail email address.

TREASURER: Collect all monies from various sources and keep the financial records. Pay affiliation fees, team race entries and issue receipts. Give an up to date account of income and expenses at the monthly committee meetings and produce end of year accounts for AGM.

MEETING MINUTES: To record salient points of discussions and the outcome of all decisions made during official club meetings and ensure that the minutes are circulated to the committee in a timely manner after each said meeting.

ROAD CAPTAIN: To check out on coming races and get these into the club's fixture list. Some races should be made club events so that we get a good turnout at these to improve club spirit and achievements. Need to make sure that races do not clash if possible. Distances are mainly 10km, half and full marathons.

TRACK CAPTAIN: We are currently not in any track and field leagues. This may change if members decide, if not we need to encourage members to do more track racing both indoors and outdoors. There is scope to get more people to attend graded race meetings where you can learn the art of track racing and the skills required for field events.

SUMMER LEAGUE: Build on the success of this years' triumph. Attend summer league meetings. Organise team road and relay entries on race day and liaise with league organisers to ensure smooth running of the day.

CROSS COUNTRY CAPTAINS: From October to March there are races on most Saturdays either in the five Chiltern League events or various local, area and national races as well as long standing races, e.g. our Liddiard Trophy which is over 70 years old. The captain needs to do various race entries, as these are team events; in most races the club pays the entry fee. If members don't turn up for the higher cost races you will be required to recoup that cost from the member concerned. You will need to be able to attend various committee meetings e.g. Chiltern League, North of the Thames, North London, etc. and maybe help to officiate if required so that an event can take place.

LIDDIARD TROPHY COORDINATOR: Organise our annual Liddiard Trophy event. Liaise with North of the Thames" event which runs as part of the same race on the day. Collate results. Organise volunteers for the event and distribute information in advance to ensure smooth running of the event. Promote the event to a wider audience to attract more participants to potentially generate more exposure and income for the club.

GREEN BELT RELAY COORDINATOR: Organise the QPH team for the GBR. Organise transport, accommodation and coordinate with the event team for this 2 day event.

SENIOR COACHING COORDINATOR / SENIOR COACH: Advise and encourage members to consider taking these roles, help them do the courses to get qualified (Coaching Assistant and Athletics Coach). (Paid by the club). Organise coaching rota for Tuesdays senior sessions (via doodle.com) and follow up on any vacancies or unexpected events. Advertise on UKA Sport and elsewhere for the position of full time lead coach to run these sessions.

JUNIOR COACHING COORDINATOR / JUNIOR COACH: Liaise with parents of Junior sessions on Wednesday evenings. Manage register, waiting list and communications. Arrange coaches, plan sessions. Enter junior teams into the Young Athletes league and manage the team on race days.

COMMUNICATIONS TEAM - NEWSLETTER LEAD: Notifying members with information from the captains and providing any other news via weekly information emailed to members. To collect race results, photographs or any other news of interest for submission to the newsletter / website. All members are able to provide news / info for this newsletter by emailing newsletter@queensparkharriers.org.uk

COMMUNICATIONS TEAM - WEBSITE LEAD: Maintain the club website, to keep members and those interested in joining informed, as well as monitor the website@queensparkharriers.org.uk inbox. Manage the online calendar of upcoming events, organise online payments for paid club events and maintain the internal club email distribution lists.

COMMUNICATIONS TEAM - SOCIAL MEDIA LEAD: Run the Instagram, Facebook and Twitter accounts on behalf of the club, sharing successes, stories and info. Also, replying to messages, comments etc and representing the club on social media.

WILLEDEN STADIUM LINK: To have a good relationship with the management of the stadium so that we can explain our position and feel able to make suggestions to improve our position and enhance the reputation of Q.P.H. and the stadium.

LEAD WELFARE / CHILD PROTECTION OFFICER: To keep up to date with changing legislation and to implement any suggestions / changes expected to be implemented from England Athletics.

SOCIAL COMMITTEE: To organise these events at various times in the year as requested and hopefully again a Christmas meal in early December

DELEGATE TO ASSOCIATIONS: To represent the club at the Chiltern Cross Country League (President), the North of the Thames, the North London Cross Country Association (Treasurer), West London Athletic Network (it has only a minor function now), Middlesex and Southern Counties Athletic Association when required.

FUNDING: There are sources of funding that we can tap into both within and out of the Borough. We have had good success in the past which has brought in some useful funding..

MERCHANDISE: Ordering, selling and keeping stock of QPH merchandise, such as vests, tops and hoodies.

MENTAL HEALTH CHAMPIONS: To promote mental health within the club.

COMMUNITY ENGAGEMENT TEAM: Looking at ways to ensure that the club is open and accessible to anyone interested in running in the local area.

COMMITTEE MEMBERS: The clubs rules state eight members to be on the committee who do not already have an official position. Life members (Peter Hunt, Alan Agarrat, Bill O'Connor) are on the committee automatically. As the size of the club has grown members have been more willing to offer their services and advice. As a result, we have not kept rigidly to the eight. You would be expected to help out in various functions which happen throughout the year on a short-term basis, e.g. Queens Park Day, possibly supporting a younger athletes event, offering transport if you are able to or helping to officiate at a fixture, etc.

Those on the committee are expected to make every effort possible to attend all or most committee meetings throughout the year.

If you wish to contact the club regarding the committee, please contact the current secretaries by emailing: secretary@queensparkharriers.org.uk