Chesham United Football Club
Organisation Structure 2010/11

COMPANY SECRETARY Simon Newbury

DIRECTOR Brian McCarthy

DIRECTOR Mike Dragisic

CHAIRMAN Alan Calder

DIRECTOR Giles Stevenson

DIRECTOR Mike Warrick

DIRECTOR Dave Jeffrey

DIRECTOR Colin Beton

FOOTBALL Brian McCarthy

liaision with football manager over player contracts, transfers and registrations; matchday organisation, ground & pitch maintenance, main link with Berks & Bucks FA, affiliated leagues and FA, Matchday compliance e.g. Food bar, kit man, training facilities

Supporting roles, responsibilities & areas of issue: Matchday Secretary, matchday volunteers inc turnstile operators, stewards, programme sellers, Fixture Secretary, Tannoy Announcer

FOOTBALL COHESION Mike Dragisic

hands on involvement with ladies, youth and mini's; inter club communication, community charter status, Boardroom hospitality and availability to club, Insurances and licenses, Coaches, players insurance

FINANCE Mike Warrick

finance reporting, cash flow & budgetting, donations & subscriptions, bill payments, Invoicing / payments, payroll & wages, accountants

Supporting roles, responsibilities & areas of issue:

sage input,someone to send out invoices and track monies due, payroll support

COMMERCIAL Giles Stevenson

tracking and reporting income, Seeking commercial opportunities, managing a team of volunteers,

Supporting roles, responsibilities & areas of issue: ideally a team to go out cold calling, marketing support

COMPANY SECRETARY Simon Newbury

legislation and regulation, and keeps board members informed of their legal responsibilities, ensure cufc operates within the law, constitution compliance

PR & COMMS Dave Jeffrey

brand building, press liaision, internal communications, marketing support, season tickets, cross-club communication (i.e First XI, Reserves, Youth, Mini League, Ladies)

Supporting roles, responsibilities & areas of issue: programme editor, website & manager

FACILITIES Len Vockins

We have a lot of great work going on down at the club ….but somebody ultimataly needs to be aware of all that goes on and ensure what is done is in line with requirements. health and safety

daily office issues e.g. Waste disposal, what work volunteers carry out, work parties, grants and liaising with the council, property repairs and renewals, premises cleaning and materials, office support

THE CHESS SUITE Colin Beton

bookings and hiring, social functions, tv & performing arts costs, Social Events e.g. Fireworks night

Supporting roles, responsibilities & areas of issue: bar staff, event organisers

COMMUNITY Martin Woolnough

Take the name of Chesham United into the community and bring the community into Chesham. Working closely with the Ladies & Youth to make Chesham a better asset for the town. Building partnerships with local organisations, developing community projects, school liaision, British Legion

OPERATIONS Neil Calder

Oversee day to day management of the club

"authority in a variety of areas, including finance to allow efficient decision-making"