



For the avoidance of doubt, whilst these roles are maintained along with the Constitution they do not form part of it.

CLUB OFFICER ROLES

Chair

Shall be responsible for leading the club to achieve its aims, chair meetings of the Management Committee and the AGM and ensure that vacancies on the Management Committee are filled, where practical.

Secretary

Shall be responsible for communications with members, shall act as secretary at meetings of the Management Committee and the AGM, ensure that the club is affiliated to England Athletics and any other relevant organisations, and that the club keeps up to date with any official or legislative requirements imposed on it.

Treasurer

Shall be responsible for all financial matters relating to the club, including budgeting, forecasting, administering the club's bank account

Membership Secretary

Shall be responsible for athlete registrations with England Athletics, dealing with new and transferring members, and liaising with the Chair, Secretary and Treasurer to ensure incoming members are added to the club's mailing list, Spond, and all relevant fees are paid.

Welfare Officers

Shall focus on safeguarding, supporting well-being, and contribute to ensuring a safe and positive experience for members of the club through organising activities or events and be a point of contact for members in relation to welfare. They shall handle any welfare issues arising within the club and lead



welfare officer shall be responsible for safeguarding.

DBS Verifier

Shall ensure that the club is up to date with UKA/EA guidance and to ensure all relevant individuals hold valid DBS. They shall also be responsible for checking identification and confirming verification online.

COMMITTEE MEMBER ROLES

Vice Chair

Shall support the Chair in their role, as a pathway to becoming Chair in due course.

Club Captains (1 x male, 1 x female)

Shall act as the public faces of the club, and be responsible for organising and co-ordinating social events and runs to avoid calendar clashes. Shall also help liaise with local athletic and other sporting clubs and organising joint events between the club and those clubs.

Coaching Officer

Shall act as a the lead amongst the club's coaches, from time to time, to coordinate the times and types of training offered by the club to its members.

York & District Road Race League Liaison

Shall act as the liaison between the club and the YDRRL, attending meetings of the league, reporting back to the Management Committee and the club on league news, entry, rules and regulations.

East Yorkshire Cross Country League Liaison

Shall act as the liaison between the club and the EYCCL, attending meetings of the league, reporting back to the Management Committee and the club on



league news, entry, rules and regulations.

Wistow 10K Race Director (YDRRL race)

Shall act as the Race Director of the club's Wistow 10K held as part of the York and District Road Race League

Wistow 10K Race Director (Club race)

Shall act as the Race Director of the club's Wistow 10K held independently in October of each year.

Intra-club Liaison Officer

Shall be responsible for liaising with local athletic and other sporting clubs and organising joint events between the club and those clubs.

Press Officer

Shall be responsible for preparing and submitting regular articles to the Selby Times about the achievements of the club and its members.

Website Officer

Shall be responsible for maintaining the content on the club's website including, but not limited to, the posting of newspaper articles and other items of news, and maintaining the club's all time record tables.

Kit Officer

Shall be responsible for maintaining the stocks of the club's kit and fulfilling orders placed for the same.

Club Championship Officer

Shall be responsible for administering the Club Championship and handling all matters arising therefrom.



Health and Safety Officer

Shall be responsible for all matters relating to health and safety including maintaining an incident book, ensuring that the club has sufficient first aid kits for run leaders to take on club runs, and that their contents are suitable for the club's needs.



Club Officers and Committee Members as at April 2026

Club Officers

Chair : Kirsty Riley
Secretary : Richard Freer
Treasurer : Paul Callaghan
Membership Secretary : Richard Freer
Lead Welfare : **Sarah Endicott (Lead),**
DBS Verifier: Chair

Committee Members

Vice Chair : **Katie Holmes**
Male Captain : Chris Green
Female Captain : Ciara McEvoy
Coaching Officer : Paul Callaghan
Press Officer : Vacancy
Website Officer : Ian Robertson
Health and Safety Officer : **Matt Thornton**
YDRRL liaison (1) : Sam Law
YDRRL liaison (2) : **Richie Law**
EYCCL liaison : Sam Law
Wistow RD (YDRRL) : Sam Law
Wistow RD (Club) : **Nick Winn**
Kit Officer(s) : Andy Riley
Club Championship Officer : **Nick Winn**
Membership Representative (1) : Paula Fenteman
Membership Representative (2) : **Dalian Eady**
Membership Representative (3) : Claire Patterson
Membership Representative (4) : **Ste Denny**
Sustainability Vacancy

Sub Committees/Groups/Teams



Welfare Team

Sarah Endicott (Female Welfare & Lead)

Lisa Airlie

Debra Jones

Chris Green: (Male Welfare)

Ste Denny

Press Team

Press Officer (vacancy)

Cassie Fennell

Nick Winn

Katie Hollier

Ian Keyworth

Josh Wood

Coaches & Run Leaders

Phil Alford

Paul Callaghan

Leanne Cleaver

Ste Denny

Chris Dugher

Cassie Fennell

Wayne Fennell

Paula Fenteman

Chris Green

Katie Holmes

Steve IngleDew

Katrina Lodge

Elizabeth Nairn

Michelle Newton

Michaela Prichard

Nick Summerton

Sarah Thompson

Ali Wood



Mental Health support

Claire Clinton
Chris Dugher
Ivan Endicott
Sarah Endicott
Richard Freer
Jane Hopwood
Rosie Hopwood
Stacey Lees
Louise Lawrence
Becky Reed
Laura Rose
Emma Tomaz de Valconcoles
Tricia Watson

Sustainability

Vacant