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.

Lead Welfare Officer

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 the

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 the lead amongst the club's coaches/run leaders, 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.

Media and Communications Officer

Shall be responsible for promoting the club through its website, social media and other communication channels, sharing club news, events and achievements. The officer shall ensure that communications are appropriate and comply with club policies and data protection requirements.

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 October 2026

Club Officers

Chair: Kirsty Riley
Secretary: Richard Freer
Treasurer: Paul Callaghan
Membership Secretary: Richard Freer
Lead Welfare: Lisa Airlie
DBS Verifier: Chair, Vice Chair

Committee Members

Vice Chair: Katie Holmes
Male Captain: Chris Green
Female Captain: Ciara McEvoy
Coaching Officer: Paul Callaghan
Media & Communications Officer: Lauren McLuckie
Website Officer: Ian Robertson
Health and Safety Officer: Matt Thornton
YDRRL Liaison: Sam Law
EYCCL Liaison: Sam Law
Wistow RD (YDRRL): Sam Law
Wistow RD (Club): Nick Winn
Kit Officer: Andy Riley
Club Championship Officer: Nick Winn
Membership Representative (1): Paula Fenteman
Membership Representative (2): Dalian Eady
Membership Representative (3): Ste Denny

Sub Committees/Groups/Teams

Welfare Team

Lisa Airlie (Female Welfare & Lead)
Ste Denny (Male Welfare)

Press Team

Nick Winn
Katie Hollier
Josh Wood

Coaches & Run Leaders

Paul Callaghan
Leanne Cleaver
Ste Denny
Cassie Fennell
Wayne Fennell
Paula Fenteman
Chris Green
Gina Grundy
Katie Holmes
Steve Ingledew
Michelle Masterson
Ciara McEvoy
Elizabeth Nairn
Claire Patterson
Sarah Thompson
Ali Wood