

SNEWGA Club Representative Responsibilities

1. Clubs may choose to have one representative or co-representatives.
2. Encourage and recruit individual membership, as well as participation in SNEWGA events; collect and submit individual membership dues and contact information to SNEWGA Membership VP by April 1st. SNEWGA club dues should be submitted by mid-February to the Membership VP.
3. Attend, with your club president or her delegate (if possible), the two annual SNEWGA meetings. These are traditionally held in the Spring and Fall on Saturdays.
4. Save all SNEWGA tournament information in your files and post all tournament flyers at your club.
5. Familiarize yourself with the SNEWGA website and Directory plus SNEWGA tournament descriptions to facilitate and promote play amongst your fellow club members.
6. Encourage/recruit participation in the Spring Cup, which starts early May, and in the Presidents Cup matches, which are held in August/September.
7. Using your club's protocol for team selection, field teams and submit entries for SNEWGA Team Day, Pro Lady, and Memorial tournaments.
8. Coordinate with your club tournament chair to avoid possible conflicts between your club's tournaments and SNEWGA major events (example: your club's Club Championship being scheduled in conflict with the Connecticut State Amateur, SNEWGA Team Day, Pro Lady, Individuals, or Memorial tournaments.).
9. To encourage play, distribute a list of SNEWGA members within your club to your entire membership to assist in finding partners and fielding teams for SNEWGA events.
10. All SNEWGA member clubs are required to host a SNEWGA tournament per the current SNEWGA hosting timetable policy (every 2-3 years). The Club Rep is responsible for managing hosting details, with the assistance of the SNEWGA Tournament VP and a home club committee of her choosing.
11. Secure a raffle prize for the SNEWGA Member/Member tournament from your club/Pro. This raffle is SNEWGA's only fundraiser of the year and assists in keeping tournament costs down to the member clubs.
12. Contact your regional delegate(s) if you have any questions, need help or further information.
13. Prepare for succession planning by engaging your club president and board in identifying a successor prior to your decision to no longer continue as SNEWGA Rep for your club. Offer to mentor another individual prior to her taking on the position.

Thank you for your commitment to serve as a SNEWGA Club Representative. We hope that you will consider bringing your experience to the SNEWGA Board in the future.