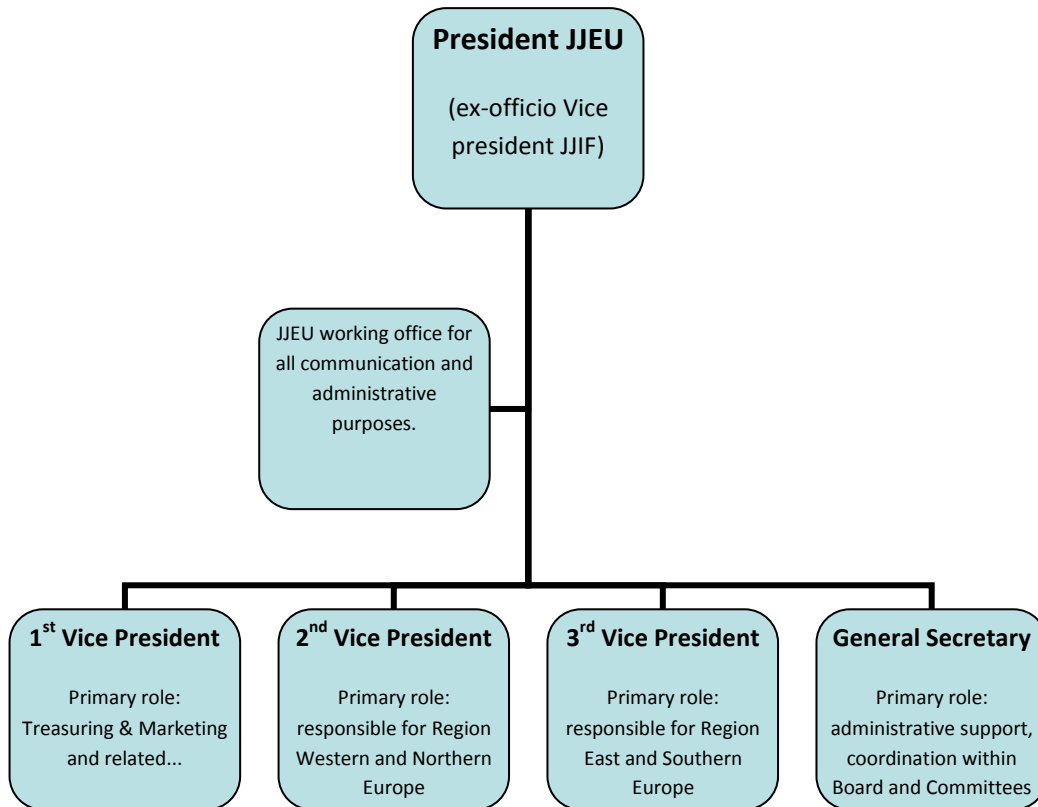




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ROLES, RESPONSIBILITIES AND TASKS OF BOARD MEMBERS

I. Organization Chart – Structure of JJEU Board



II. Roles, responsibilities and tasks

II.1 President

- creates, communicates and implements vision, mission and overall direction,
- directs JJEU and JJEU Board,
- represents JJEU towards third parties,
- ex-officio JJIF Vice President from JJEU,
- gives consideration and advice to the JJIF Board and Committees on various matters related to JJEU activities,
- responsible for Board work, performance and efficiency,
- forming, staffing, guiding, leading, and managing an organization sufficient to accomplish the responsibilities and requirements of the respected position,
- formulating and implementing projects and strategies that guides the direction of the JJEU or its area of responsibility,
- achieving overall strategic goals, mission and vision,
- overseeing the complete operation of JJEU,



- evaluating the success of the JJEU work and functions,
- maintaining awareness of fair play and ethics behaviour towards people and nature,
- distributes responsibilities and tasks within the Board members if not already specified in the Statute and by-laws,
- authorising Board members to deputize JJEU President or appear, participate, decide, sign etc. in behalf of the JJEU President in various matters, meetings, events and procedures when appropriate or applicable or necessary,
- good knowledge of speaking, reading and writing in English is expected.

II.2 **1st First Vice President (senior Vice President)**

- responsible for treasuring and budget,
- responsible for marketing and communication contracts,
- first substitute of the President JJEU when unavailable or when entrusted so by the President or the Board,
- preside for the President at meetings when the President is absent, the President wants to debate or personal motion about the President is made,
- safekeeping financial documentation and related contract,
- forming, staffing, guiding, leading within limits of the position and managing an organization within position limits sufficient to accomplish the responsibilities and requirements of the respected position,
- maintaining awareness of fair play and ethics behaviour towards people and nature,
- other tasks and duties entrusted and assigned by the President, the Board, the General Assembly, Statutes or by-laws,
- good knowledge of speaking, reading and writing in English is expected.

II.3 **General Secretary**

- takes care of the secretarial matters and of administrative relationships,
- organise and prepare materials for various meetings, including General Assembly sessions,
- provides overall administrative services to the work of JJEU, specific to the Board work,
- gives consideration and advice to the Board and Committees on various matters related to JJEU activities,
- coordinate, communicate and cooperate with committees and members (publishing information, newsletters, e-mail correspondence, giving information etc.),
- administering website and social media if not entrusted to other person,
- record minutes of meetings,
- keeping list of Board decisions and evaluating implementation of decisions,
- safekeeping transcription of sessions,
- provide technical and information assistance to the members when applicable,
- delegating tasks within the Board and Committees pursuing Rules of Procedures, the Board decisions or powers invested by the JJEU President,
- forming, staffing, guiding, leading within limits of the position and managing an organization within position limits sufficient to accomplish the responsibilities and requirements of the respected position,
- maintaining awareness of fair play and ethics behaviour towards people and nature,
- substitute of the President JJEU when entrusted so by the President or the Board or as indicated in the Statutes, by-laws or the General Assembly and Board decisions,



JU-JITSU EUROPEAN UNION

- other tasks and duties entrusted and assigned by the President, the Board, the General Assembly, Statutes or by-laws,
- good knowledge of speaking, reading and writing in English is expected.

II.4 **2nd Vice President (responsible for Region Western and Northern Europe)**

- first person appointed for all member countries in Region Western and Northern Europe (support, assistance etc.),
- first responsible for all under JJEU auspices organised events, like tournaments, training camps, referee (courses), e.g. in the Northern and West region,
- first contact for new members of JJEU, responsible for adding new countries to the JJEU community,
- substitute of the President JJEU when entrusted so by the President or the Board,
- maintaining awareness of fair play and ethics behaviour towards people and nature,
- other tasks and duties entrusted and assigned by the President, the Board, the General Assembly, Statutes or by-laws
- good knowledge of speaking, reading and writing in English is expected.

II.5 **3rd Vice President (responsible for Region East and Southern Europe)**

- first person appointed for all member countries in Region East and Southern Europe (support, assistance etc.),
- first responsible for all under JJEU auspices organised events, like tournaments, training camps, referee (courses), e.g. in the East and South region,
- first contact for new members of JJEU, responsible for adding new countries to the JJEU community,
- substitute of the President JJEU when entrusted so by the President or the Board,
- maintaining awareness of fair play and ethics behaviour towards people and nature,
- other tasks and duties entrusted and assigned by the President, the Board, the General Assembly, Statutes or by-laws,
- good knowledge of speaking, reading and writing in English is expected.

III. Region distribution

III.1 Region North and West

- Norway, Sweden, Denmark, Estonia, Latvia, Lithuania, Belarus, Poland, Germany, Netherlands, Belgium, UK (England and Scotland), Ireland, Iceland, Austria, Swiss, Luxembourg, Czech Republic, Israel, Finland, France, and Russia.

III.2 Region South and East

- Spain, Portugal, Italy, Greece, Albania, Turkey, Bulgaria, Serbia, Bosnia & Herzegovina, Croatia, Slovenia, Slovakia, Hungary, Romania, Moldavia, Armenia, Cyprus, Azerbaijan, Ukraine, Malta, Georgia, Macedonia, Andorra, San Marino, Monaco, Liechtenstein.

IV. Registration of changes

- IV.1 Accepted by JJEU Board at Philippsburg – Germany, February 27th 2016, approved by JJEU General Assembly at Alcobendas, Madrid - Spain, March 17th 2016.