



TORQUAY SURF LIFE SAVING CLUB INC.

ABN 95 834 027 136 A0002714R

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Position Club Captain

Purpose: The Club Captain is responsible for the conduct of all members when associated with the Club's activities

Desirable Attributes:

Administration Skills

Well organised and a good communicator

Dedication and loyalty

Good understanding of LSV and SLSA policy, procedures and operations

Goal oriented and self-motivated

Decision making and delegation

Leadership of other staff/volunteers

Aware of Occupational Health & Safety policy

Personal Qualities

SLSA Bronze Medallion

Lots of energy, enthusiasm and a genuine interest in people

Initiative Tact and discretion , combined with good listening skills

Good understanding and knowledge of the organization and its activities

Specific duties include but are not limited to:

- Together with the President provide leadership and direction in all Club activities and manage the ongoing operation of the TSLSC in conjunction with the TSLSC Committee.
- Together with the President represent the TSLSC at local community level, LSV meetings, SLSA forums, and any other formal functions as required.
- Coordinate and liaise with other officers and position holders to provide for the improvement of the efficiency of Surf Life Saving.
- Ensure the well-being of the Club's beach operations.
- Be responsible to the Board for the general well-being of Active Members and shall have jurisdiction over Active Members in all club activities.
- Represent the views of Active Members on the Board.
- Manage adherence to requirements as per Lifesaving Agreement and SOP's (quality assurance)
- Ongoing management or service deliver standards and issue resolution
- Assist the President to develop a strategic plan for the TSLSC in accordance with the Club's objectives, initiate a program for the implementation of the plan.
- Act in the best interests of the Club at all times.

- Provide leadership and guidance to any TSLSC employed staff in conjunction with the President including conducting performance reviews, providing feedback and general management of staff.
- Ensure all TSLSC Sections are connected and operate in unison
- Submit an annual report on area of management to secretary prior to the AGM