



TORQUAY SURF LIFE SAVING CLUB INC.

ABN 95 834 027 136 A0002714R

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Position Club President:

The club president is the principal leader of the club and has overall responsibility for the club's administration and functioning.

Responsibilities:

- The "face" of the club and represent the club at all relevant presidents' conferences and state and national meetings as required
- Act as a spokesperson on all matters generally affecting the Club.
- Provide leadership and direction in all TSLSC activities and manage the ongoing operation of the Club
- Responsible for development of strategy for TSLSC
- Monitor the Club's operation by way of effective reporting by club officials. Evaluate the completion of designated tasks by Club officials and instigate corrective action where necessary.
- Represent TSLSC at local community level, State Centre meetings, SLSA Presidents forums and any other formal functions as required. Develop a strategic plan for the Club in accordance with the Club's objectives, initiate a program for the implementation of the Plan.
- Overall responsibility for the club's administration
- Appoint sub-committees to deal with specific areas of Club operation.
- Responsible for chairing committee meetings and executive committee meetings
- Responsible for calling all executive committee meetings where necessary
- Liaise with all club officers on a regular basis
- Submit an annual report to the Secretary prior to the AGM
- Responsible for all paid employees performance management and reviews

Knowledge and skills required:

Ideally the club president is someone who:

- Possesses high degree of leadership skills
- Should be well informed of all club and organisation activities
- Is aware of future direction and plans of members
- Has a good working knowledge of the constitution, rules and duties of all club office holders and subcommittees
- Has the ability to remain calm under pressure
- Does not possess any bias and can remain impartial at all times.
- Will act in the best interests of TSLSC at all times
- Is politically savvy