

Circular

Title:	Expression of Interest for General Standing Committees (2019/20)
Date:	1 May 2019
Document ID:	01, 2019/20
Department:	Corporate Services
From:	James O'Toole, Chief Executive Officer Ph: 08 9207 6666 (SLSWA Office Hours Monday to Friday, 8.30am to 5pm)
Audience:	Interested Member, Club Notice Board, Club Administrators
Summary:	EOI sought from individuals to be considered for the position of Chairman and Committee Members to our four (4) General Standing Committees in the area of Lifesaving, Sports, Development and Education. These appointments when made will continue until May 2020.
Action:	Nominations must be forwarded to the SLSWA Chief Executive Officer and must be received by 4.00pm 27 May 2019 .
Attachment:	Nomination Form

SLSWA is calling for Expressions of Interest from those members wishing to serve on one of SLSWA's four (4) General Standing Committees:

- **Lifesaving Committee**
- **Sports Committee**
- **Development Committee**
- **Education Committee**

These Expressions of Interest will be assessed by the Nominations Committee and members with specific skillsets to meet the committee objectives, as outlined in the section: General Standing Committee Objectives will be sought.

The appointment to the General Standing Committee is a member development opportunity and this will be taken into consideration as part of the selection process.

These appointments when made will continue until May 2020.

Expressions of Interest for these positions should be submitted on the prescribed nomination form, which is attached, signed by the Nominee. Nominations must also be endorsed by the Nominee's Club.

Nominations must be received by the SLSWA Chief Executive Officer by **4.00pm 27 May, 2019** by post or email at:

James O'Toole
 Chief Executive Officer
 PO Box 700, Balcatta WA 6914
jotoole@slnwa.com.au



James O'Toole
Chief Executive Officer

Roles and Responsibilities

General Standing Committees

Authorities and Responsibilities

- a) Standing committees are constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Regulation 4.1 applies to the General Standing Committees comprising the Development Committee, the Sports Committee, the Lifesaving Committee and the Education Committee.
- c) Each General Standing Committee exists and acts independently of the other General Standing Committees.
- d) The role of each General Standing Committee is to support the Chief Executive Officer by providing advice in relation to the various objectives of that respective General Standing Committee.
- e) General Standing Committees will be appointed by the SLSWA Board on an annual basis in [May] of each year.
- f) At the commencement of tenure of the General Standing Committee the SLSWA Board will (at its discretion) set the objectives (being a minimum of three (3) and maximum of five (5) objectives) for the General Standing Committee for that year (which objectives may include a continuation of any of the previous years' incomplete objectives).
- g) Meetings of each General Standing Committee will be held bi-monthly with a minimum of 4 meetings per year.
- h) Each General Standing Committee Chairman shall represent SLSWA on the relevant equivalent SLSA Committee.
- i) No General Standing Committee has the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- j) Each General Standing Committee are responsible to and will report to the SLSWA Board.

Composition

- a) Each General Standing Committee shall be comprised of a Chairman, the Chief Executive Officer (or his nominee), and a minimum of two (2) and maximum of four (4) additional appointed persons.
- b) Each General Standing Committee, when in session, shall have a minimum of four committee members.
- c) The Board shall appoint (at its absolute discretion) the Chairman and committee members of each General Standing Committee in [May] of each year based upon particular expertise and merit in direct correlation with the objectives of that year.

Committee Chairman

Appointment

- a) This position is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) The Board shall appoint the Chairman in May annually.
- c) The Chairman may be re-appointed.
- d) Expressions of interest shall be called
- e) The Board may at any time revoke the appointment.

Role and Authority

- a) The position does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- b) The position reports to the Chief Executive Officer.

Responsibilities

- a) Chair the respective Committee
- b) Advise the Board and Chief Executive Officer on progress of the relevant objectives of the committee.
- c) Be SLSWA's representative on the equivalent SLSA committee.
- d) Provide feedback to the committee on national matters.
- e) Input into the strategic direction of SLSWA.



General Standing Committee Objectives

Lifesaving Committee Objectives

1. Participate in Awards of Excellence selection and interviews of finalists.
2. Consider strategies and initiatives that will support Clubs to recruit IRBD and Drone Operators with a focus toward youth and young adults.
3. Consider and draft a framework that articulates the minimum lifesaving service obligations affiliated Clubs should achieve for beach patrols.
4. Review, in line with SLSA policies, the minimum lifesaving service capabilities (competency and equipment) each Club must provide when delivering beach patrols.

Sports Committee Objectives

1. Awards of Excellence – Selection of applicable Surf Sports awards in accordance with selection criteria (Youth Athlete, Open Athlete, Coach, Official & Bernie Kelly Medal).
2. Western Suns Representative Teams – Selection of teams in accordance with the selection criteria.
3. Coaching – Continued development of recommendations for club level initiatives for improving coach retention and acquisition.
4. Low Participation Surf Sports Disciplines – Identify low participation disciplines and develop an objective process that allows for fair assessment of their ongoing inclusion in Surf Sports competition. The assessment process should specify a timeframe and assessment criteria.

Development Committee Objectives

1. Awards of Excellence – Selection of the Youth Volunteer of the Year in accordance with the selection criteria.
2. Nipper & Youth Awards of Excellence – Development and selection of awards for the (new) Nipper & Youth Awards of Excellence.
3. Youth (u14-u17) Club Initiatives – Develop guidelines to assist clubs with the delivery of additional club based initiatives for their youth members. This process will require club engagement to identify and review existing club initiatives.
4. Young Leaders (17-25yrs) Club Initiatives – Develop guidelines to assist clubs with the delivery of additional club based initiatives for their young leaders. This process will require club engagement to identify and review existing club initiatives.

Education Committee Objectives

1. Participate in Awards of Excellence selection and interviews of finalists.
2. Undertake a review of the structure in which volunteer Training Consultant operate and provide a recommendation regarding its continued relevance.
3. Consider and draft strategies and initiatives for the recruitment of new Trainers and Assessors, with a focus toward youth and young adults.
4. Support and draft initiatives for use by Clubs (Trainers/Assessors) to promote and increase member participation in the Nipper Rescue Certificate.



Expression of Interest: General Standing Committee Chair General Standing Committee Members

Selection Process

The SLSWA Nominations Committee will recommend appropriate candidates to the SLSWA Board for endorsement. The SLSWA Nomination Committee may interview applicants as part of this process. EOI must be submitted by **4pm, 27 May 2019**.

Appointment of these positions will be made by the SLSWA Board. The Nomination Committee will determine the suitability of all nominations based on the skills and experience required to meet the committee objectives as outlined in Circular 01-2019/20. The appointment to the General Standing Committee is a development opportunity and this will be taken into consideration as part of the selection process.

This **Expression of Interest** is made on behalf of: _____
(Nominees Name)

Position you wish to be considered for:

(Please tick appropriate box)

<input type="checkbox"/>	Chairman - Lifesaving Committee	<input type="checkbox"/>	Committee Member - Lifesaving Committee
<input type="checkbox"/>	Chairman - Sports Committee	<input type="checkbox"/>	Committee Member - Sports Committee
<input type="checkbox"/>	Chairman - Development Committee	<input type="checkbox"/>	Committee Member - Development Committee
<input type="checkbox"/>	Chairman - Education Committee	<input type="checkbox"/>	Committee Member - Education Committee

Nominees details

First Name	Last Name
_____	_____
SLS	Club
_____	_____
Date of Birth	Male/Female (please circle)
_____	_____
Address	

Town	State/Post Code
_____	_____
Phone(H)	Phone (W)
_____	_____
Phone (M)	

Email	

Background/Experience

Please provide an overview of your background/experience in Surf Life Saving and skills with respect to the relevant objectives.

Nominee’s Endorsement

I, _____ agree to my nomination to the office of , _____

and further acknowledge and agree to comply with the duties, responsibilities and codes of conduct of this position and SLSWA.

(Signature)

(Date)

Club Endorsement

Club Name _____	Name, and position of club contact. <div style="text-align: center;"> _____ Name </div> <div style="text-align: center; margin-top: 10px;"> _____ Position </div>	<div style="text-align: center;"> _____ Signature </div> <div style="text-align: center; margin-top: 10px;"> _____ Date </div>
-----------------	--	--



Skills and Experience

Please provide responses to the following questions related to skills and experiences for the position.
Additional pages may be attached if there is insufficient space on this form.

1. Skills, qualifications and experiences for the position:

2. Experience and ability to provide regular reports and action recommendations:

3. Ability to commit sufficient time and energy to the role:



Future Goals & Objectives

Please outline the key goals and objectives you will bring to the role and SLSWA if you are appointed.

Resume

Optional – Please attach a personal resume.