

Mullaloo Surf Life Saving Club Inc.

PO Box 119, Hillarys WA 6923
Phone (08) 9307 7766 • Fax (08) 9307 7769
www.mullaloosurf.com.au • e-mail: info@mullaloosurf.com.au



Family, safety, respect, excellence, integrity and unity.

POSITION DESCRIPTION: PRESIDENT

Purpose

- Provide leadership and direction for the club
- Support the Executive and Management Committees to achieve the financial, strategic and operational objectives for the club
- Ensure strategic direction developed and implemented to sustain the Club for the future
- Ensure the club meets legislative and statutory requirements
- Act as the public face of the club
- Oversight of all Club activities and business to ensure interests of the membership are served and club objectives achieved

Qualifications and Experience

- Experience in planning, financial management, legal or governance in a business or organisational environment
- Financial member of Mullaloo Surf Life Saving Club
- Holder of a recognised Surf Life Saving Australia award
- Holder of a current and satisfactory Police/Security clearance check

Scope of Accountability

- Uphold the Constitution and By-Laws of the club
- Develop the club's strategic direction and priorities to be both appropriate and achievable
- Ensure the ongoing financial viability and long-term financial security of the club
- Review and maintain the policy and governance framework governing the club
- Participate in the appointment of relevant persons to the Executive and Management Committees
- Ensure organisational compliance with relevant legislation and regulations
- Ensure compliance with SLSWA affiliation requirements
- Assess and respond to risks facing the organisation that prevent the achievement of the club objectives
- Ex-officio member of all Club subcommittees
- Primary spokesperson for the Club
- Representative of the Club at surf life saving state and national forums, or delegates appropriately
- Promotion of the Club to the community of Western Australia, specifically the community in which it is located (Joondalup)
- Maintain relationships with the key stakeholders, such as SLSWA and local government
- Convenor and chairperson of the Club Annual General Meeting
- Convenor and chairperson of the Executive Committee

Reports To

- Club Membership

Direct Reports

- Executive Committee
- Management Committee, if an Executive Committee has not been formed

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Key Performance Indicators

- Successful development and execution of strategic plans to achieve the long term goals of the club
- Accountable for successful execution of the budget by the management group
- Attend Board meetings (minimum 75% attendance)
- Provide support to the management group in meeting the legislative and statutory requirements for the club
- Attend club subcommittee meetings as required
- Club operational activities are managed in an effective and positive manner
- Club membership satisfaction is maintained, due to club services and accomplishments
- Provide appropriate briefing/handover to the Deputy President, or suitable alternate, as required to assure continuity of service and operations for any periods of absence

Name

Signature

Date