



Position	Location	Position Description Completed
Club President	Avoca Beach	1st th of June 2026
SLS Branch Authority		SLSNSW Authority
Surf Life Saving Central Coast		SLSNSW Staff

PURPOSE STATEMENT

Club Presidents act as principal leaders within a surf lifesaving club. They are responsible for overseeing and facilitating all areas and operations of a club and voice their SLS members' views at appropriate forums.

ROLE & RESPONSIBILITIES

All Club Presidents will:

- Act as a facilitator for Club activities and voice members views at appropriate forums
- Act as the principal leader with overall responsibility for the Club's administration
- Be responsible for Club planning, including succession and business planning
- Engage sponsors and supporters
- Ensure all Club activities are carried out within the laws of NSW
- Ensure all rules and regulations of the Club are upheld
- Ensure financial, social and structural viability of the Club is established and maintained
- Ensure planning and budgeting is completed in accordance with the needs of the Club and members wishes
- Facilitate meetings, including committee, executive and annual general meeting
- Identify and communicate to members opportunities available at Club, branch, state and national levels
- Introduce the Club Management Plan and ongoing review and management of this plan
- Represent the Surf Club appropriately at local, regional, state and national levels
- Set the overall committee agenda and help the committee prioritise its goals and ensure office bearers work within this framework
- Induct and support club management team members into their position and support them in their role

ROLE ENTRY REQUIREMENTS

- Be a current, financial member of SLSNSW Club or service.
- Working with Children Check (or willing to obtain)
- Completed SLS Safer Surf Clubs and Safeguarding Online awareness training

KEY CHALLENGES IN THE ROLE

- Engaging with and educating volunteers who may be resistant to new SLSNSW and SLSNSW Branch processes
- Exposure to potentially traumatic incidents, material, and potentially traumatised people
- Managing expectations and resolving conflicts
- Volunteering flexibly and travelling to attend sites after hours and on weekends as required
- Succession planning

SELECTION CRITERIA

ESSENTIAL SKILLS	ESSENTIAL KNOWLEDGE
<ul style="list-style-type: none"> • Ability to manage own workload and conflicting priorities while consistently adhering to SLSNSW protocols • Ability to respond promptly and appropriately to members requiring support, using conversational skills to create a supportive environment and develop rapport • Ability to seek assistance and support when required • Ability to work in a high-pressure environment • Ability to work within a team and delegate tasks appropriately to meet timeline • Clear communication skills • High problem-solving ability: analysing available information and choosing the optimal solution • Leadership and business management skills • Basic computer skills 	<ul style="list-style-type: none"> • Knowledge of SLS constitutions, regulations, policies, guidelines and procedures • Knowledge of NSW legislation • Knowledge of local, state and national strategic and business plans available and referring individuals where necessary • Knowledge of SLS organisational governance • Self-awareness in relation to their level of competence and any limitations. • Understanding of reporting and recording requirements of sensitive information in adherence with privacy legislation. • Understanding of responsibilities around confidentiality including its limitations.
PREFERRED QUALIFICATIONS OR EXPERIENCE	
<ul style="list-style-type: none"> • Tertiary qualification in leadership and management • Tertiary qualification in business management • Tertiary qualification in project management • Tertiary qualification in business administration 	<ul style="list-style-type: none"> • Business owner • Management experience • SLS Committee Chairperson
PERSONAL CHARACTERISTICS	
<ul style="list-style-type: none"> • Ability to adapt style • Community minded • Flexibility • Genuine interest in helping others • Good moral judgement • Good prioritisation skills 	<ul style="list-style-type: none"> • Integrity • Organised • Professional yet affable • Resilient • Self-directed (self-control and management)
KEY STAKEHOLDER RELATIONSHIPS	
<ul style="list-style-type: none"> • SLSNSW Members • Branch Presidents • Branch Administrators • SLS Club Safety Officer • SLS Club Member Protection Information Officer • SLS Club Sponsors 	<ul style="list-style-type: none"> • SLSNSW Member Welfare Officer • SLS Club Complaints Officer • Members of the Club Management Team • SLSNSW Development Team • Previous and other current holders of the role • Government Officials

