

**JUNIOR ACTIVITIES CARNIVAL NOMINATIONS OFFICER**

PURPOSE: The Junior Activities Carnival Nominations Officer is responsible for all carnival nominations in conjunction with the Junior Activities Team Manager

RESPONSIBLE TO: Junior Activities Team Manager

RESPONSIBILITIES:

- Responsible for all carnival nominations in conjunction with the Junior Activities Team Manager

KNOWLEDGE & SKILLS REQUIRED:

- Understanding of SLSQ carnival nomination policies and procedure or willingness to obtain
- Communicate effectively and possess good interpersonal skills
- Friendly, positive and enthusiastic
- High attention to detail
- Good computer skills - use SLSQ Carnival Manager Database for nominations

SPECIAL REQUIREMENTS:

- Be a financial member of (insert club name) Surf Life Saving Club;
- Be the holder of a current "Blue Card" or "Exemption Notice" issued by the Commission for Children and Young People and Child Guardian