



MUDJIMBA SURF LIFE SAVING CLUB INC. CADET OFFICER – POSITION DESCRIPTION

ROLE: Responsible for the supervision of and liaising with members making the transition from Junior Activities Membership and/or for those new members joining the Club under the Cadet Membership category.

RESPONSIBLE TO: Management Committee

RESPONSIBILITIES AND DUTIES (Mudjimba SLSC By-Law 4.18):

- be responsible for the supervision of and liaising with members making the transition from Junior Activities Membership and/or for those new members joining the Club under the Cadet Membership category;
- at all times be subject to the direction of the Club Management Committee;
- provide educational and other worthwhile experiences in a wide range of subjects and skills for members within the cadet/ ranks;
- in conjunction with the Club Secretary, Youth Development Officer, Captain and Chief Training Officer, co-ordinate all matters pertaining to the responsibilities and obligations of cadet membership;
- assist with the enhancement of membership recruitment and retention through the age levels;
- pursue issues and activities of benefit to cadets/ members;
- foster recognition of the important role cadet members play within the Club.

KNOWLEDGE AND SKILLS REQUIRED:

- Completion of Age Manager Course
- Ability to organise and delegate tasks
- Maintain confidentiality on relevant matters
- Good administration skills
- Good communication skills
- Friendly, positive and enthusiastic