



## MUDJIMBA SURF LIFE SAVING CLUB INC. YOUTH DEVELOPMENT OFFICER – POSITION DESCRIPTION

**ROLE:** To promote and deliver development programs, mentoring programs and other activities for Mudjimba SLSC Youth members.

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**RESPONSIBLE TO:** Be subject to the direction of the Club Management Committee (By-Law 4.23)

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### **RESPONSIBILITIES AND DUTIES** (By-Law 4.23):

- As per any express provisions made in the Club's Constitution and By-Laws
- Be responsible for promoting and delivering development programs, mentoring programs and other activities for youth members (generally 15 years to 20 years);
- Oversee youth recruitment and retention programs/activities within the Club;
- Promote youth members' participation in development camps and leadership programs and camps;
- Pursue any issues of benefit to the safety and enjoyment of youth members;
- Work with and assist the Cadet Officer to enhance recruitment and retention and transition through the various age levels;
- At each Meeting of the Management Committee a report, taken from the Patrol Register, shall be tabled by the Club Captain or his deputy indicating any breaches that require investigation (By-Law, C 1 f)
- Attend Management Committee Meetings (Constitution – Section C, 1.5)

### **Other Responsibilities and Duties:**

- Submit monthly report to Management Committee
- Coordinate programs with the budget outcomes

### **COMMITTEES AND REPRESENTATION**

Management Committee

The Club shall be represented on the Branch Board of Youth and Membership Development by the Club Cadet/Youth Development Officer. (Constitution Section E, 1.3)

### **KNOWLEDGE AND SKILLS REQUIRED:**

- Good communication skills
- Good organisational skills
- Relate to Youth
- Aware of all legislation, actions, policies and procedures related to youth members
- Completed CRYMS
- Aware of all SLSA, SLSQ Policies and Procedures relating to Youth

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Mudjimba Surf Life Saving Club Inc.

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