



## Position Description - draft

**Title:** Boat Captain

**About:** Oversees training of crews, ensures care of surf boats.

**Reports to:** Competition Secretary

**Responsibilities:**

- Establishes and manages boat crews for competition at carnivals.
- Supervise and organise the training of members in surfboat practices.
- Be responsible for the care, housing and maintenance of all surf boats and surf boat equipment.
- Undertake any agreed task assigned by the President or the Management Committee.
- Undertake any agreed task assigned by the Competition Secretary or the Competition Sub-Committee.
- Be prepared to attend as far as possible, all Competition Sub-Committee meetings of the Club.
- Prepare an annual report.

**Committees:**

- Be a member of the Competition Sub-Committee

**Qualifications:**

- Be a member of Whale Beach Surf Life Saving Club Inc.
- Preferably a Level 1 Surf Coach

**Skills:**

- Ability to effectively coordinate volunteers.
- Act as a role model and mentor for club members.
- Able to lead a team and effectively delegate tasks.
- Strong time management and organisational skills.

**Date:** 7 July 2016