



Position Description - draft

Title:	Handicapper
About:	Be responsible for the organising, setting of handicaps, recording and running for all Club internal competitions.
Reports to:	Club Captain
Responsibilities:	<ul style="list-style-type: none">• Conducts Sunday events for swim, board, ski and beach competition.• Conducts Club Championships.• Keep an accurate record of all Club Championships and other internal events.• Undertake any agreed task assigned by the President or the Management Committee.• Undertake any agreed task assigned by the Club Captain or the Lifesaving Committee.• Be prepared to attend as far as possible, all Competition Committee meetings of the Club.• Prepare an annual report.
Committees:	<ul style="list-style-type: none">• Be a member of the Competition Committee
Qualifications:	<ul style="list-style-type: none">• Be a member of Whale Beach Surf Life Saving Club Inc.• Be an Active, Reserve Active or Life Member.
Skills:	<ul style="list-style-type: none">• Ability to effectively coordinate volunteers.• Ability to work unsupervised and be self-motivated.• Strong time management and organisational skills.• Event management skills.• Ability to communicate clearly.
Date:	7 July 2016