



Position Description - draft

Title: Radio Officer

About: Responsible for the care of the radio units.

Reports to: Club Captain

Responsibilities:

- Responsible for the upkeep, maintenance and supervision of all Club communications equipment.
- Train members in the proper use and care of communication equipment.
- Keep a register of all Club communication equipment.
- 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 Lifesaving Committee meetings of the Club.

Committees:

- Be a member of the Lifesaving Committee.

Qualifications:

- Be a member of Whale Beach Surf Life Saving Club Inc.

Skills:

- Ability to work unsupervised and be self-motivated.

Date: 7 July 2016