

COMPETITION COMMITTEE ROLES & RESPONSIBILITIES



CONTENTS

- 1.0 OVERVIEW..... 3
- 2.0 POSITION DESCRIPTIONS 3
 - 2.1 COACHING COORDINATOR 3
 - 2.2 BEACH CAPTAIN 3
 - 2.3 BOARD CAPTAIN..... 4
 - 2.3 Boat CAPTAIN..... 5
 - 2.4 IRB CAPTAIN..... 6
 - 2.5 WATER (SWIM) CAPTAIN 7
 - 2.6 SKI CAPTAIN 8
 - 2.7 OTHER CAPTAINS ROLES 9
 - 2.8 OFFICIALS LIAISON 10
 - 2.9 HANDICAPPER 11
- 3 RECORD OF CHANGE/AMENDMENTS..... 12

1.0 OVERVIEW

The following document outlines the roles and responsibilities of each discipline captain at Sorrento Surf Life Saving Club. As per the Competition By-Laws, the Captains have overall responsibility for their individual discipline including equipment, coaching, training, performance, development, entries, and representation.

2.0 POSITION DESCRIPTIONS

2.1 COACHING COORDINATOR

The Coaching Coordinator is responsible for providing leadership and guidance to club appointed coaches across all disciplines. The Coaching Coordinator represents coaches on the Competition Committee.

RESPONSIBLE TO: Competition Director

RESPONSIBILITIES:

- Chair a coaching meeting min. four times per annum
- Ensure all coaches are adequately qualified as per SLSA regulations
- Chair the club selection committee with each head discipline coach and the Competition Director in attendance
- Ensure that Captains are presenting training numbers at Competition Committee Meetings
Assist in the provision of coach education to coaches and age managers
- Assist the Competition Director in the recruitment of club coaches

KNOWLEDGE AND SKILLS REQUIRED:

- Must adhere to current WA 'Working with Children Check' legislation
- SLS Coaching Mentor
- SLS Performance Level Coach (or working towards)
- Possesses knowledge and/or experience in coaching
- The Head Coach is appointed for 12 months.

Where no Coaching Coordinator is appointed the Head Coach from the Boat, Ski, Board, Water, IRB, R&R, March Past and Beach Disciplines will attend the Competition Committee in an ex-office capacity.

2.2 BEACH CAPTAIN

The Beach Captain is responsible for the preparation and supervision of club participation in Beach training and competition.

RESPONSIBLE TO: Competition Director

RESPONSIBILITIES:

- Care and maintenance of all the club's competition beach training equipment including starting blocks, flags and other equipment as relevant including correct storage.
- Prepare budget costings for the competition committee to consider purchasing and equipment replacements in consultation with the Beach coach/es
- Oversee the conduct of Beach coaching by suitably accredited Beach coach/es.
- Monitor training attendance in consultation with the Beach coach/es and report monthly to the Competition Committee
- Encourage Beach athletes to enter SLS and Club Carnivals, Competitions and Events
- Attend SLS and Club Carnivals, Competitions and Events to support athletes
- Ensure that all athletes are suitably qualified and are adhere to club membership regulations
- Coordinate the bookings of local government or school-based training venues as required.
- Assist in the delivery of the Club Championships
- Promote Beach within Sorrento and SLSA as a whole

KNOWLEDGE AND SKILLS REQUIRED:

- Must adhere to current WA 'Working with Children Check' legislation
- Possesses knowledge and/or experience in coaching of Beach competition.
- Understands current competition rules relating to Beach events.
- The Beach Captain is appointed for 12 months.

2.3 BOARD CAPTAIN

The Board Captain is responsible for the preparation and supervision of club participation in board training and competition.

RESPONSIBLE TO: Competition Director

RESPONSIBILITIES:

- Care and maintenance of all the club's competition boards, including correct storage within the club house.
- To provide the contact point for any club member wishing to store personal boards within the club building and allocation of storage of non-club owned boards.
- Prepare budget costings for the competition committee to consider purchasing board replacements.

- Ensure that the Board Coach is present at or in consultation with the Board coach
- Oversee the conduct of Board coaching by suitably accredited Board coach/es.
- Monitor training attendance in consultation with the Board coach/es and report monthly to the Competition Committee.
- Encourage Board athletes to enter SLS and Club Carnivals, Competitions and Events.
- Attend SLS and Club Carnivals, Competitions and Events to support athletes.
- Ensure that all athletes are suitably qualified and are adhere to club membership regulations.
- In collaboration with the Ski Captain arrange for Board/Ski Trailer transport to and from competitions and events.
- If not competing, assist in the delivery of the Club Championships.
- Promote Boards within Sorrento and SLSA as a whole.

KNOWLEDGE AND SKILLS REQUIRED:

- Must adhere to current WA ‘Working with Children Check’ legislation.
- Possesses knowledge and/or experience in coaching of board paddlers for competition.
- Understands current competition rules relating to board events.
- Has a sound knowledge of OH&S regulations governing the storage and handling of boards.
- Is familiar with the appropriate road traffic regulations regarding the transport of boards.
- The Board Captain is appointed for 12 months.

2.3 BOAT CAPTAIN

The boat captain is responsible for the preparation and supervision of club participation in boat training and competition.

Responsible to: Competition Director

RESPONSIBILITIES:

- Care and maintenance of all the club’s competition boats, including correct storage within the club house.
- Prepare budget costings for the competition committee to consider purchasing boat replacements in consultation with the boat coach/es.
- Oversee the conduct of boat coaching by suitably accredited boat coach/es and sweeps.

- Monitor training attendance in consultation with the boat coach/es and sweeps and report monthly to the competition committee.
- Encourage boat athletes to enter SLSC and club carnivals, competitions and events ensure that all athletes are suitably qualified and are adhere to club membership regulations.
- Attend SLSC and club carnivals, competitions and events to support athletes.
- Arrange for boat trailer transport to and from competitions and events.
- Promote boats within Sorrento and SLSA as a whole.

KNOWLEDGE AND SKILLS REQUIRED:

- Must adhere to current WA 'working with children check' legislation.
- Possesses knowledge and/or experience in coaching of boat paddlers for competition.
- Understands current competition rules relating to boat events. Has a sound knowledge of OH&S regulations governing the storage and handling of boats.
- Is familiar with the appropriate road traffic regulations regarding the transport of boats.

2.4 IRB CAPTAIN

The IRB Captain is responsible for the preparation and supervision of club participation in IRB training and competition.

RESPONSIBLE TO: Competition Director

RESPONSIBILITIES:

- Work closely with the Life Saving IRB Officer Care and maintenance of all the club's competition IRBs, including correct storage within the club house.
- Prepare budget costings for the competition committee to consider purchasing IRB and motor replacements as well as repairs and maintenance.
- Ensure that the IRB Coach is present at or in consultation with the IRB Coach.
- Oversee the conduct of IRB coaching by suitably accredited IRB Coach/es.
- Monitor training attendance in consultation with the IRB coach/es and report monthly to the Competition Committee.
- Encourage IRB athletes to enter SLS and Club Carnivals, Competitions and Events Ensure that all athletes are suitably qualified and are adhere to club membership regulations.
- Attend SLS and Club Carnivals, Competitions and Events to support athletes.

- Arrange for IRB Trailer transport to and from competitions and events.
- Promote IRB within Sorrento and SLSA as a whole.

KNOWLEDGE AND SKILLS REQUIRED:

- Must adhere to current WA ‘Working with Children Check’ legislation.
- Possesses knowledge and/or experience in coaching of IRB competitors for competition.
- Understands current competition rules relating to IRB events.
- Has a sound knowledge of OH&S regulations governing the storage and handling of IRBs.
- Is familiar with the appropriate road traffic regulations regarding the transport of IRBs.
- The IRB Captain is appointed for 12 months.
- Promote IRB’s within Sorrento and SLSA as a whole.

2.5 WATER (SWIM) CAPTAIN

The Water Captain is responsible for the preparation and supervision of club participation in Swim training and competition including ocean and pool rescue events.

RESPONSIBLE TO: Competition Director

RESPONSIBILITIES:

- Care and maintenance of all the club’s competition buoys, fins and pool rescue equipment, including correct storage.
- Prepare budget costings for the competition committee to consider purchasing new buoys, fins and equipment replacement in consultation with Swim coach/es.
- Oversee the conduct of Swim coaching by suitably accredited Swim coach/es.
- Monitor training attendance in consultation with coaches and athletes and report monthly to the Competition Committee.
- Encourage athletes to enter SLS and Club Carnivals, Competitions and Events.
- Attend SLS and Club Carnivals, Competitions and Events to support athletes.
- Ensure that all athletes are suitably qualified and are adhere to club membership regulations
- Sit as an active member on the Waterman’s to Wall Committee.
- If not competing, assist in the delivery of the Club Championships, Presidents Marathon and Mile Swim.
- Approve Lane Bookings in consultation with the Swim Coach/es and Competition Director as appropriate.

- Promote Swimming within Sorrento and SLSA as a whole.

KNOWLEDGE AND SKILLS REQUIRED:

- Must adhere to current WA 'Working with Children Check' legislation.
- Possesses knowledge and/or experience in coaching of Swimmers / Pool Rescue Athletes for competition.
- Understands current competition rules relating to Swim / Pool Rescue events.
- The Water Captain is appointed for 12 months.

2.6 SKI CAPTAIN

The Ski Captain is responsible for the preparation and supervision of club participation in Ski training and competition.

RESPONSIBLE TO: Competition Director

RESPONSIBILITIES:

- Care and maintenance of all the club's competition skis, paddles and other equipment including correct storage within the club house.
- To provide the contact point for any club member wishing to store personal skis within the club building and allocation of storage of non-club owned skis.
- Prepare budget costings for the competition committee to consider purchasing new and equipment replacements in consultation with the relevant coach/es.
- Oversee the conduct of ski coaching by suitably accredited coach/es.
- Monitor training attendance in consultation with coach/es and report monthly to the Competition Committee.
- In collaboration with the Board Captain arrange for Board/Ski Trailer transport to and from competitions and events.
- Encourage athletes to enter SLS and Club Carnivals, Competitions and Events.
- Attend SLS and Club Carnivals, Competitions and Events to support athletes.
- Ensure that all athletes are suitably qualified and are adhere to club membership regulations.
- If not competing, assist in the delivery of the Club Championships.
- Promote Ski paddling within Sorrento and SLSA as a whole.

KNOWLEDGE AND SKILLS REQUIRED

- Must adhere to current WA 'Working with Children Check' legislation.
- Possesses knowledge and/or experience in coaching of ski paddlers for competition.
- Understands current competition rules relating to ski events.
- Has a sound knowledge of OH&S regulations governing the storage and handling of skis.
- Is familiar with the appropriate road traffic regulations regarding the transport of skis.
- The Ski Captain is appointed for 12 months.

2.7 OTHER CAPTAINS ROLES

This category includes Lifesaving, March Past and Rescue & Resuscitation. The discipline captain is responsible for the preparation and supervision of club participation in training and competition.

RESPONSIBLE TO: Competition Director

RESPONSIBILITIES:

- Care and maintenance of all the club's competition equipment, including correct storage relevant to the discipline.
- Prepare budget costings for the competition committee to consider purchasing new and equipment replacements.
- Ensure that the relevant Coach is present at or in consultation with the relevant Coach,
- Oversee the conduct of discipline coaching by suitably accredited Coach/es.
- Monitor training attendance in consultation with the coach/es and report monthly to the Competition Committee.
- Encourage athletes to enter SLS and Club Carnivals, Competitions and Events.
- Attend SLS and Club Carnivals, Competitions and Events to support athletes.
- Ensure that all athletes are suitably qualified and are adhere to club membership regulations.
- Promote the relevant discipline within Sorrento and SLSA as a whole.

KNOWLEDGE AND SKILLS REQUIRED:

- Must adhere to current WA 'Working with Children Check' legislation.
- Possesses knowledge and/or experience in coaching of Athletes for competition.
- Understands current competition rules relating to SLS events.
- The captain is appointed for 12 months.

2.8 OFFICIALS LIAISON

The Officials Liaison is responsible for the development, education and wellbeing of the Club's Competition Officials

RESPONSIBLE TO: Competition Director

RESPONSIBILITIES:

- At the start of each year prepare a list of members who are prepared to carry out the role of Competition Official and ensure those members are suitably qualified
- Promote and provide pathways for any member wishing to become a SLSA Competition Official
- Ensure all Competition Officials are aware of the SLSWA and SLSA competition Calendars.
- Ensure all Competition Officials are aware of any event rule changes
- Act on any feedback from Competition Officials on the conduct of SLSWA events
- Provide support services as necessary to any Competition Official
- Encourage Competition Officials to assist in the conduct of Club Events
- Ensure the Club is meeting its responsibility in providing Competition Officials to SLSWA events
- Build relationships with Surf Sports WA and carnival referees
- Report monthly to the Competition Committee
- Prepare budget costings for the competition committee to consider any purchasing and equipment replacements

KNOWLEDGE AND SKILLS REQUIRED:

- Must adhere to current WA 'Working with Children Check' legislation
- Must be a Qualified Level 2 Competition Official or a Level 1 Official working towards Level 2
- Possess knowledge and/or experience in the conduct of Surf Life Saving Events.
- Knowledge of appropriate regulations regarding the safe conduct of SLSWA events.
- Understands the structure of Surf Sports WA and its regulations
- Good Communications skills.
- The Competition Liaison is appointed for 12 months.

2.9 HANDICAPPER

The Handicapper is responsible for the conduct of all intra club competitions and championship events.

RESPONSIBLE TO: Competition Director

RESPONSIBILITIES:

- At the start of each year prepare a Competition Calendar for approval by the Competition Committee.
- Conduct Club Competition Events and Club Championship events, including setting the courses
- Ensure appropriate Water Safety is in place before starting any event
- Determine if conditions safe to conduct an event
- Set each member's Handicap for various events.
- Maintain Register of all event results
- Collate results to determine the various winners
- Report monthly to the Competition Committee
- Prepare budget costings for the competition committee to consider any purchasing and equipment replacements

KNOWLEDGE AND SKILLS REQUIRED:

- Must adhere to current WA 'Working with Children Check' legislation
- Possesses knowledge and/or experience in the conduct of Surf Life Saving Events.
- Knowledge of appropriate regulations regarding the safe conduct of SLSWA events.
- Understands current competition rules relating to SLS events.
- Ability to set Handicaps.
- Good record keeping
- The Handicapper is appointed for 12 months.

3 RECORD OF CHANGE/AMENDMENTS

Rev	Prepared By	Reviewed By	Approved By	Date	Reason for Changes
A	A Kirkpatrick			13/07/2020	Original Document
B	A Kirkpatrick			11/08/2022	