



# BRIBIE ISLAND SURF LIFE SAVING INC. ORGANISATIONAL CHART

## MANAGEMENT COMMITTEE (all honorary positions)

Club President (Chairperson), Deputy President, Secretary, Treasurer, Club Captain Life Saving, Chief Training Officer, Surf Sports Officer, Junior Activities Officer,

### EXECUTIVE COMMITTEE

Club President (Chairperson), Deputy President, Secretary, Life Saving – Club Captain, Treasurer,

The Executive Committee may, with the approval of the Management Committee, Deal with items requiring prompt or urgent attention between the meetings of the Management Committee.

### PRESIDENT (CHAIR)

Branch Councillor  
Nominal Head of Club  
Member ex-officio of all Committees

### STAFF

Administration Officer

**VOTING:** Active, Reserve Active, Long Service, Life  
**NON-VOTING:** Award\*, Past Active\*\*, Distinguished Members\*\*\*, Associate, Honorary, Cadet, Junior Activity (nipper), Probationary

\*If completing patrols may be given voting rights if approved and minuted by Club.\*\*May have voting rights at discretion of Club.

\*\*\*who have been active patrol members may be given voting rights at the club's discretion

### OTHER COMMITTEES

### DEPUTY PRESIDENT

#### MEMBERSHIP ENGAGEMENT COMMITTEE

Deputy President (Chair)  
Vice Club Captains  
+ 2 members

#### YOUTH DEVELOPMENT

Youth Dev Officer (chair)  
Deputy President  
Jnr Spokesperson  
U14 Age Manager  
other interested members

### CLUB CAPTAIN LIFE SAVING \*

Branch Representative  
Lifesaving

#### LIFESAVING COMMITTEE

Life Saving Club Captain (Chair)  
Vice Captains  
Chief Training Officer  
Safety Officer  
PC's (2+)  
Other officers as deemed by MC

#### OTHER LIFESAVING OFFICERS

First Aid Officer  
IRB Captain  
Radio Officer  
Drone Captain  
Gear Steward  
Transport Officer

### CHIEF TRAINING OFFICER \*

Facilitators,  
Trainers and Assessors  
JA Surf Education Officer  
JA Endorsed Age Managers

### SECRETARY \*

PLANNING AND ADMINISTRATION COMMITTEE  
Secretary (Chair)  
+ elected members  
Registrar

#### MEDIA/COMMUNICATION COMMITTEE

Secretary & JA Secretary  
Communication Officers (2snr/2jnr)- covers social media/webpage/news  
Administrator  
Club photographer/s  
+ additional members as required

### TREASURER \*

Responsible for  
Financial activities of all Committees

#### FINANCE AND PROPERTY COMMITTEE

Treasurer (Chair)  
President  
Secretary  
+ 2 members

#### FUNDRAISING/ SPONSORSHIP COMMITTEE

Treasurer  
Fundraising Officer  
Nominated Club Members

#### Additional Treasurer Role-

Support JA Financial Officer, clothing, canteen, fundraising

### SURF SPORTS OFFICER \*

Branch Representative  
Surf Sports

#### SURF SPORTS COMMITTEE

Surf Sports Officer (Chair)  
Club Coaches  
Team Manager (s)  
Officials Liaison Officer  
Other officers as determined by Management Committee

#### SURF SPORTS SELECTION

Surf Sports Officer  
Team Manager/s  
+ coaches

#### OTHER SURF SPORTS OFFICERS

As required eg board and ski captain, boat captain etc

### JUNIOR ACTIVITIES OFFICER \*

Branch Representative  
Junior Activities

#### JAC COMMITTEE

JAC Management Committee  
Junior Activities Officer (Chair)  
Vice JA Officer  
JA Secretary  
JA Team Manager  
JA Beach Supervisor  
JAC Elected Members  
JAC Registrar  
MPIO  
JA Endorsed Age Managers  
JA Beach Supervisor  
JA Surf Education Officer  
JA Team Manager (+assts)  
JA Gear Steward  
JA Fundraising Coordinator  
JA Publicity Officer  
JA Office Manager  
BBQ Coordinator  
JA Club Photographer  
Swim Coach  
Board Coach  
Beach Coach  
R & R/March Past Coordinator

#### AGE MANAGERS AND TEAM MANAGERS COMMITTEE

**BUILDING COMMITTEE**  
Deputy President (or other Management Officer)  
Safety Officer  
+ elected members  
(chair elected from group)

#### LIFE & DISTINGUISHED MEMBER COMMITTEE

3 life members – one who must be active  
2 active members- non management  
(appointed by President on receipt of nomination)

#### CLUBHOUSE COMMITTEE

Club House Director  
Gym coordinator  
and two elected members

#### AWARDS COMMITTEE

President, Vice President, Club Captain, Surf Sports Officer and Youth Development Officer and additional as required

#### SOCIAL COMMITTEE

Interested Committee and other Members

#### SAFE-GUARDING COMMITTEE

Child/Youth Safe Officer/s (max 3)  
Complaints Manager (max 3)  
Member Protection Information Officer (MPIO)  
Peer Support Officer

#### JUDICIARY COMMITTEE

3 Members  
(one must be a club member other two can be non-club members. Committee appointed by the Complaints Manager when required)

\*Monthly written report to Management Committee  
\*\* Representative Branch Board of Youth and Membership Development

#### ANNUAL HONORARY APPOINTMENTS

Patrons, Vice Patrons, Hon Solicitor, Hon Auditor, Club Chaplain

#### ASSOCIATED BODIES

BISLSC Supporters Club Inc, BISLSC Old Boys Inc

Note this organisational chart works in conjunction with the position descriptions as outlined in the Club By-laws, constitution and updated by SLSQ/SLSA from time to time