



Role Profile: Affiliated Club Officer

Reports To:	Director Club Development	Director Reports:	▪ Nil
WWC Card:	Yes		
Financial Delegation:	Nil		
Club Email Account:	affiliatedclubs@cbslsc.com.au		
Purpose:			
<ul style="list-style-type: none"> ▪ To liaise with and support the ongoing integration of affiliated clubs within the core operations of CBSLSC 			
Responsibilities:			
<ul style="list-style-type: none"> ▪ To meet with clubs on a regular basis to review compliance with affiliation agreements and ensure club commitments are being adhered to (on both sides). ▪ To review and updated affiliation agreements as and when required. 			
Tasks and Objectives:			
<ul style="list-style-type: none"> ▪ Identify areas of shared concern which require intervention, support or consideration for future planning. ▪ Clarify and re-enforce member commitments. ▪ Review the pricing policy on an annual basis and the ability for affiliated clubs to pay. ▪ Identify potential events/club activities which would benefit from the involvement of CBSLSC (volunteer support, water safety etc,). ▪ Manage the commercial relationship between CBSLSC and affiliations with the kiosk and gym to ensure they continue to meet their obligations to CBSLSC in accordance with the overarching lease with the City of Cockburn Council. ▪ To seek appropriate legal counsel on matters where disagreements may occur. ▪ Identify future opportunities for affiliations with other clubs who have a strong alignment with the vision, aims and objectives of CBSLSC. ▪ Assist in developing and coordinating a joint event calendar and appropriate resourcing agreed with Beach Operations. 			
Code of Conduct:			
<ul style="list-style-type: none"> ▪ Operate within the rules of SLISA; ▪ Be professional in all actions. Language, presentation, manner and punctuality should reflect high standards; ▪ Resolve conflicts fairly and promptly through established procedures; ▪ Maintain strict impartiality; ▪ Maintain a safe environment for others; ▪ Show concern and caution towards others; ▪ Be a positive role model. ▪ Be responsible for the overall welfare and well-being of team members and officials when travelling with a team; ▪ Maintain a 'duty of care' towards team members and accountability for the management of the team; ▪ Have a sound knowledge of SLISA policies, responsibilities (and competition rules where necessary), and ensure that the conduct of the team is in accordance with these policies and guidelines; ▪ Foster a collaborative approach to the management of the team. 			
Skills and Knowledge:			
<ul style="list-style-type: none"> ▪ Ability to communicate effectively. ▪ Maintain an organised and professional disposition ▪ Be diligent and considered. ▪ Ability to fairly address competing interests in a fair and equitable manner. ▪ Knowledge of affiliation requirements and effective club governance structures. ▪ Maintain confidentiality on relevant matters. ▪ Ability to work on own initiative, raise and seek answers to questions related to affiliations as and when they arise. 			