



Volunteer Position Description

Position	Location	Position Description Completed	Revision	Rev. date
Club President	Seacliff Surf Life Saving Club	May 2026	Rev.1	28-May-26

PURPOSE STATEMENT

The Club President is the Board's primary leader and the club's spokesperson, responsible for setting strategic direction, promoting a positive club culture, and ensuring the club delivers on its core mission of saving lives, building active and healthy communities, and developing surf lifesaving skills and knowledge across all membership groups. The President implements the Constitution and serves as the principal leader of Seacliff Surf Life Saving Club, representing the club externally. This role oversees and supports all areas of club operations, represents members' views at appropriate forums, and provides leadership, guidance, and mentorship across the roles and functions of the Board.

ROLE & RESPONSIBILITIES

The Club President will:

- Act as a facilitator for Club activities and voice members' views at appropriate forums
- Act as the principal leader with overall responsibility for the Club's administration
- Be responsible for Club planning, including succession, strategic and business planning
- Engage sponsors, supporters and all members
- Drive the culture of the club
- Ensure all Club activities are carried out within the requirements of SA, upholding all rules and regulations of the Club, SLSSA & SLSA are upheld
- Ensure financial, social and structural viability of the Club is established and maintained
- Ensure planning and budgeting is completed in accordance with the needs of the Club and members wishes
- Will convene & chair the Board meetings, AGM & Special General Meetings as required
- Identify and communicate to members opportunities available at Club, branch, state and national levels
- Represent Seacliff Surf Life Saving Club appropriately at local, regional, state and national levels
- Set the overall committee agenda and help the committee prioritise its goals and ensure office bearers work within this framework
- Induct and support club Board members into their position and support them in their role
- Will monitor the performance of the club officers & make decisions in the best interests of the club and the SLSA
- Will be aware of the activities of the various Sub Committees and be satisfied that the objectives of the Club are being served
- Will be able to attend any Committee or Sub Committee meeting.
- Will liaise with all Directors and ensure they are carrying out their duties in an efficient & effective manner
- Will promote and represent the Club & members in a positive manner and act as a positive role model

ROLE ENTRY REQUIREMENTS

- Be a current, financial member of Seacliff SLSC and a holder of the Bronze Medallion
- Hold a current WWCC & National Police Clearance (or willing to obtain)

- Completed or willing to complete SLS Safer Surf Clubs, SLSSA online Leadership and Safeguarding Online awareness training
- Possess a good working knowledge of the Club and Association structure
- Have a thorough understanding of current Life Saving structures at Club, State & National level.
- Strong communication skills, leadership and people management skills and a willingness to accept responsibility

KEY CHALLENGES IN THE ROLE

- Engaging with and educating volunteers who may be resistant to new SLSSA or SLSA processes
- Exposure to potentially traumatic incidents, material, and potentially traumatised people
- Managing expectations and resolving conflicts
- Conflict management and resolution
- Succession planning

SELECTION CRITERIA

ESSENTIAL SKILLS	ESSENTIAL KNOWLEDGE
<ul style="list-style-type: none"> • Ability to manage own workload and conflicting priorities while consistently adhering to SLSSA protocols • Able to quickly assist members, build rapport, and foster a supportive atmosphere through effective conversation to a diverse range of stakeholders • Ability to seek assistance and support when required • Ability to work in a high-pressure environment • Ability to work collaboratively within a team and delegate tasks appropriately to meet timeline • Clear and concise verbal and written communication skills • High problem-solving ability: analysing available information and choosing the optimal solution • Leadership and business management skills • Strong IT skills, use of email, cloud sharing and other relevant platforms • Ability to navigate complex situations and manage conflict effectively. 	<ul style="list-style-type: none"> • Knowledge of SLS constitutions, regulations, policies, guidelines and procedures • Knowledge of SA legislation • Knowledge of local, state and national strategic and business plans available and referring individuals where necessary • Knowledge of SLS organisational governance • Self-awareness in relation to their level of competence and any limitations. • Understanding of reporting and recording requirements of sensitive information in adherence with privacy legislation. • Understanding of responsibilities around confidentiality including its limitations.

PREFERRED QUALIFICATIONS OR EXPERIENCE

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| <ul style="list-style-type: none"> • Undertake training or have skills in strategic planning, governance and managing people • Good presentation skills | <ul style="list-style-type: none"> • Demonstrated leadership experience in community, sporting or organisational context. • Board or governance experience • SLS experience • Conflict resolution |
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PERSONAL CHARACTERISTICS

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| <ul style="list-style-type: none"> • Ability to adapt style • Community minded • Forward thinking • Flexibility • Genuine interest in helping others • Good moral judgement • Good prioritisation skills | <ul style="list-style-type: none"> • Integrity • Organised • Professional yet affable • Resilient • Self-directed (self-control and management) • Seeks change and continuous improvement |
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KEY STAKEHOLDER RELATIONSHIPS

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| <ul style="list-style-type: none"> • Seacliff SLSC Members • SLSSA Club Presidents • SLS Club Safety Officer • SLS Club Member Protection Information Officer • SLS Club Sponsors • Life Members • SLSSA State President | <ul style="list-style-type: none"> • SLSSA CEO & Staff • SLS Club Complaints Officer • Members of the Club Management Team • SLSSA Development Team • Previous and other current holders of the role • Government Officials (Local Council, MPs) |
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