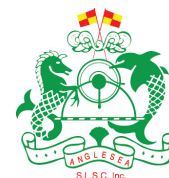


POSITION DETAILS	
TITLE	Team Manager – Surf Sports
REPORTS TO	Director of Surf Sports
SLSC UNIT	Surf Sports
INCUMBENT(S)	As appointed

PRIMARY PURPOSE
The Team Manager– Surf Sports role primarily exists to run the operational carnival days, State Titles, Australian Title and World Title activities.

SCOPE & AUTHORITY
The Team Manager – Surf Sports plays a key function in managing and directing a vital aspect of the Surf Sports area. The capacity to work autonomously is vital. Decision making authority relates to the management of the Logistics area, team selection and entries/rules for competition.

REPORTING RELATIONSHIPS
Internal Relationships: <ul style="list-style-type: none">• Director of Surf Sports• Section Manager/s• Coaches• Operational Officer/s• Athletes• Parents External Relationships: <ul style="list-style-type: none">• LSV• SLSA



TASKS AND RESPONSIBILITIES

To support & provide leadership of the achievement of Anglesea Surf Sports objectives through managing and directing the operational activities of the section.

Specifically this may involve tasks such as

- Liaise with Section Managers to make sure all athletes are proficient, financial and have their required patrol hours to compete.
- Collate information given by section captains for competitors attending carnivals, the Victorian Championships and the Australian Championships with the following information: -
 - full name,
 - date of birth,
 - competitor ID number (local carnivals)
 - proficiency number or award number for new BM
 - event code for each event they wish to be entered in to
- Facilitate entries and accommodation for competitors in all State / Interstate carnivals, State Titles, Australian Title and World Titles via office admin support
- Ensure any protests at local or interstate carnivals are dealt with in an efficient and appropriate manner
- Ensure all flight details of members on interstate trips are detailed and appropriate transportation is organised where applicable
- Ensure competition members list is up to date and ensure they're aware of carnival dates.
- Liaise with the sections on upcoming events or issues.
- Make sure all club equipment is transported to all carnivals, via appropriate means
- Allocate responsibility of Tent set-up and dismantle to each section at carnivals.
- Co-ordinate sectional support on carnival days (local and interstate), Aussie's and World's.
- Ensure that any athletes under the age of 18 are chaperoned by their parents or responsible adult in each section who is willing to accept that role at events where an overnight stay is warranted.
- Part of the 3-person panel to select teams, where required.
- Take any action as directed by the Director – Surf Sports that is not otherwise listed above.