



Position Details

Position Title	Drone Training Coordinator
Reporting To	Director of Education

Position Overview

The Drone Training Coordinator is directly responsible for ensuring eligible members are given the opportunity to train for Drone Operator Awards.

Other duties include communication, advertising and finalising paperwork for SLSWA.

Operational Objectives

Liaise with the Director of Education to schedule drone courses over the year.

Responsible to coordinate trainers and assessors to run safe courses. Ensure they are using current SLSWA documentation to facilitate courses.

Liaise with Communication staff to advertise courses to members via the Islander and Team App.

Encourage the development of new trainers and liaise with existing trainers to provide a mentoring program.

Assist with the maintenance of drone equipment.

Ensure paperwork is completed accurately and forwarded to SLSWA in a timely manner

Skills & Experience

This position would suit someone with good organisational and communication skills.

Have or obtain knowledge and skills in the portfolio of Education (WA Trainer).

It is essential to have drone experience.

Position Description Approval

Name	Signature	Date
President		___/___/___