



Position Details

Position Title Surf Sports Events Coordinator

Reporting To Director of Surf Sports

Position Overview

The Surf Sports Events Coordinator is directly responsible to organise set up and pack up of Surf Sports Events hosted by the Club.

Operational Objectives

Organise all equipment required for a Carnival or Surf Sports Event.

Liase with other sections of the Club to ensure adequate equipment for course placement, set up and break down.

Liase with Club staff to source and manage volunteer labour to assist with each Event.

Ensure all volunteers work safely and comply with Policies and Procedures set out by SLSWA.

Ensure Club and SLSWA equipment is returned to storage in a clean and well-maintained condition. Any damaged equipment is reported to the responsible person/organisation.

Skills & Experience

This position will suit someone with excellent organisational and communication skills.

Competence with 4-wheel drive vehicles on the beach and ability to operate, or crew an IRB would be an advantage.

Position Description Approval

Name	Signature	Date
President		___/___/___