



Position Details

Position Title	Inclusion Officer
Reporting To	Memberships Director

Position Overview

This position is designed to ensure all current and prospective members feel welcome and included in the club community.

They act as an important point of contact, ensure action is on inclusion issues like identifying barriers to participation, creating new opportunities for people to get involved and connecting with people and organisations in the local area that reflect the diversity of the community.

Responsibilities

Attend come and try and members sign on days to welcome new and prospective members.

Discuss and address specific or special needs with new members.

Develop strategies to increase membership from underrepresented and disadvantaged groups including but not limited to:

- People with disability
- People from culturally and linguistically diverse communities
- Older people
- People from low socio-economic backgrounds
- Women and girls

Develop partnerships with local community organisations that represent underrepresented and disadvantaged groups

Act as a point of contact for all members in relation to inclusion and diversity issues

Skills and Experience

This role will suit a person with strong communication qualities and good organisational skills.

They should also be familiar with the local community and understand diversity.

They should have a strong understanding of participation and options for sport pathways.

Position Description Approval

Name	Signature	Date
President		___/___/___