

Circular

Title:	Expression of Interest for General Standing Committees (2025/2026) Expression of Interest for Youth Committee (2025/2026)
Date:	24 July 2025
Document ID:	17, 2025/2026
Department:	Corporate Services
From:	James O'Toole, Chief Executive Officer Ph: 08 9207 6666 (SLSWA Office Hours Monday to Friday, 8.30am to 5pm)
Audience:	Interested Member, Interested U17 Member, Club Notice Board, Club Administrators
Summary:	<p>General Standing Committee EOI sought from individuals to be considered for the position of Chairman and Committee Members to our five (5) General Standing Committees in the area of Lifesaving, Sports, Development, Education and the Australian Honours and Awards Committee. The General Standing Committee appointments when made will continue until June 2026.</p> <p>Youth Committee EOI sought from U17 individuals to be considered for the position of members of our Youth Committee.</p>
Action:	General Standing Committee nominations must be forwarded to the SLSWA Chief Executive Officer and must be received by 4.00pm Monday 18 August 2025 .
Attachment:	General Standing Committee Nomination Form Youth Committee Nomination Form

GENERAL STANDING COMMITTEE

SLSWA is calling for Expressions of Interest from those members wishing to serve on one of SLSWA's five (5) General Standing Committees:

- **Lifesaving Committee**
- **Sports Committee**
- **Development Committee**
- **Education Committee**
- **Australian Honours & Awards Committee**

Members with specific skillsets to meet the committee objectives, as outlined in the section: General Standing Committee Objectives, will be sought.

The appointment to the General Standing Committee is a member development opportunity and this will be taken into consideration as part of the selection process. The General Standing Committee appointments when made will continue until June 2026.

Expressions of Interest for these positions should be submitted on the prescribed nomination form, which is attached, signed by the Nominee. Nominations must also be endorsed by the Nominee's Club.

Nominations must be received by the SLSWA Chief Executive Officer by **4.00pm, Monday 18 August 2025** by email at jotoole@slswa.com.au

YOUTH COMMITTEE

SLSWA is calling for Expressions of Interest from those U17 members (must be in U17 category for season 2025/26) wishing to serve on SLSWA's Youth Committee. The appointment to the Youth Committee is a member development opportunity and this will be taken into consideration as part of the selection process. The Youth Committee appointments when made will continue until June 2026.

Expressions of Interest for the Youth Committee should be submitted on the prescribed nomination form, which is attached, signed by the Nominee and the Nominee's parents. Nominations must also be endorsed by the Nominee's Club.

Nominations must be received by the SLSWA Sport and Development Manager by **4.00pm, Monday 18 August 2025** by email at dsomers@slnwa.com.au

A handwritten signature in black ink, appearing to read "J. O'Toole".

James O'Toole
Chief Executive Officer

GENERAL STANDING COMMITTEE

Roles and Responsibilities (as outlined in Regulations)

Authorities and Responsibilities

- a) General committees are constituted by Para 33 of the SLSWA Constitution.
- b) Regulation 3.1 applies to the General Committees comprising the Development Committee, the Sports Committee, the Lifesaving Committee, the Education Committee and the Australian Honours and Awards Committee.
- c) Each General Committee exists and acts independently of the other General Committees.
- d) The role of each General Committee is to support the Board by providing advice in relation to the various objectives of that respective General Committee.
- e) General Committees will be appointed by the SLSWA Board on an annual basis in July of each year.
- f) At the commencement of tenure of the General Committee the SLSWA Board will (at its discretion) set the objectives (being a minimum of three (3) and maximum of five (5) objectives) for the General Committee for that year (which objectives may include a continuation of any of the previous years' incomplete objectives).
- g) Each General Committee will hold a minimum of 4 meetings per year.
- h) Each General Committee Chair shall represent SLSWA on the relevant equivalent SLSA Committee.
- i) No General Committee has the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- j) Each General Committee is responsible to and will report to the SLSWA Board.

Composition

- a) Each General Committee shall be comprised of a Chair, the Chief Executive Officer (or the CEO's nominee), and a minimum of two (2) and maximum of four (4) additional appointed persons.
- b) Each General Committee, when in session, shall have a minimum of four committee members including the CEO or the CEO's nominee.
- c) The Board shall appoint (at its absolute discretion) the Chair and committee members of each General Committee in July of each year based upon particular expertise and merit in direct correlation with the objectives of that year.
- d) Committee members may only hold General Committee positions for a maximum of three years in total (whether or not those one year terms are served consecutively or not; or on the same or more than one General Committee).

General Standing Committee Chair

Appointment

- a) These positions are constituted by Para 33 of the SLSWA Constitution.
- b) The Board shall appoint a Chair to each General Committee in July annually (except for the Chair for the SLSWA Honours and Awards Committee who will be appointed in July of each even year).
- c) A Chair may be re-appointed.
- d) Expressions of interest shall be called.
- e) The Board may at any time revoke the appointment.

Role and Authority

- a) A Chair does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- b) Each chair reports to the Chief Executive Officer.

Responsibilities

- a) Chair the relevant General Committee
- b) Advise the Board and Chief Executive Officer on progress of the relevant objectives of the General Committee and be SLSWA's representative on the equivalent SLSA Committee (if appropriate).
- c) Provide feedback to the committee on national matters (if appropriate).
- d) Provide the Board with Input into the strategic direction of SLSWA as it relates to that General Committee.

Roles and Responsibilities

Authorities and Responsibilities

- a) The Youth Committee exists and acts independently of the other Committees.
- b) The role of Youth Committee is to support the Development Committee and SLSWA Board by providing advice in relation to the various objectives set for them by the Development Committee and/or SLSWA Board.
- c) The Youth Committees will be appointed by the SLSWA Board on an annual basis.
- d) The Youth Committee will hold a minimum of 4 meetings per year.
- e) The Youth Committee has no authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.

Composition

- a) The Youth Committee shall be comprised of a representative from the Development Committee, the Chief Executive Officer (CEO) nominee and a minimum of three (3) and maximum of five (5) additional appointed persons. The CEO nominee is present to assist with operational matters.
- b) The Youth Committee, when in session, shall have a minimum of four committee members including the Development Committee representative and CEO's nominee.
- c) The role of Chair shall be rotated through the youth members each meeting.
- d) Committee members may only hold a Youth Committee position for a maximum of two years in total and must be in the U17 age category.

General Standing Committee Selection, Objectives, and Role Requirements

Lifesaving Committee

Key Selection Criteria (to be addressed in Expression of Interest)

1. Experience in delivery of Lifesaving in a SLS Club Environment.
2. Availability to attend meetings, forums and events as required; and
3. Willingness to engage and respond to members in relation to Committee Objectives.

Objectives

1. Innovation and Inter-Club Collaboration
2. Standard Operating Procedure (SOP) Review
3. Lifesaving Pathways
4. Proposal for a new SLSWA Lifesaving Development Camp
5. Awards of Excellence – Participate in the selection of finalists and winners

Role Requirements of each Objective

1. Innovation and Inter-Club Collaboration
 - a. Support the identification, documentation, and sharing of innovative club-led lifesaving initiatives, particularly those from Patrol Club and Lifesaver of the Year award recipients and finalists.
 - b. Facilitate opportunities for Awards of Excellence finalists to present localised initiatives for other clubs to adopt and implement at their own discretion.
2. Standard Operating Procedure (SOP) Review
 - a. Participate in the review of key lifesaving Standard Operating Procedure
 - b. Identify and prioritise 10-15 key lifesaving SOPs for focused review by the committee.
 - c. Contribute feedback from club-level experience to ensure procedures remain relevant, practical and aligned to current club capability and risk profiles.
3. Lifesaving Pathways
 - a. Assist in the development of promotional materials that target diverse segments of the community, highlighting both aquatic and non-aquatic roles (e.g., Radio Operator, First Aider, Drone Operator).
 - b. Support initiatives that promote internal progression within clubs and help shift cultural perceptions around who can be a lifesaver and what roles are available.
4. Proposal for a new SLSWA Lifesaving Development Camp
 - a. Conduct a review of existing Lifesaving Development camps across other (SLS) states and recommend a model suitable for SLSWA, with a focus on leveraging the SLSWA Development Centre.
 - b. Contribute to the design and delivery framework of a youth focused development camp aimed at enhancing lifesaving skills and leadership with a plan to roll out in 2026/27 season.
5. Awards of Excellence – Participate in the selection of finalists and winners
 - a. Be impartial.
 - b. Adhere to the selection criteria.

Sports Committee

Key Selection Criteria (to be addressed in Expression of Interest)

1. Experience in Surf Sports as an athlete, coach and/or official.
2. Availability to attend meetings, forums and events as required.
3. Willingness to engage and respond to members in relation to Committee Objectives.

Objectives

1. Consider initiatives to improve club-based coaching
2. Consider initiatives to streamline carnival and championships
3. Develop guidelines to assist clubs to run events
4. Selection of surf sports teams – Super Surf Teams League and Western Suns Interstate Team
5. Awards of Excellence – Participate in the selection of finalists and winners

Role Requirements of each Objective

1. Assist clubs to implement coaching programs for their members.
 - a. Conduct survey of clubs to ascertain current coaching situation such as but not limited to paid vs volunteer, ages covered; disciplines covered, weekly schedule
 - b. Collate information from survey, review and provide best practice examples to clubs
2. Assist SLSWA by considering ways to streamline carnivals and championships including through:
 - a. Event scheduling.
 - b. Entry restriction on events.
 - c. Age category restrictions/selection for events.
3. Assist in developing guidelines to assist clubs to run events.
 - a. Develop pre-event checklists.
 - b. Develop event guidelines for clubs to use.
4. Select Super Surf Teams League & Western Suns Ocean/Beach Interstate Team.
 - a. Be impartial.
 - b. Assist with the development of the selection criteria.
 - c. Adhere to the criteria developed to select team/s.
 - d. Attend selection events.
 - e. Attend team/s launch.
 - f. Be available to field selection related queries from clubs, coaches, athletes, and parents.
5. Awards of Excellence – Assist with the selection of applicable Surf Sports awards in accordance with selection criteria - Young Athlete (U17/U19), Open Athlete, Team, Coach, Official & Bernie Kelly Medal.
 - a. Be impartial.
 - b. Adhere to the selection criteria.
 - c. Be available to field selection related queries from clubs, coaches, athletes, and parents.

Development Committee

Key Selection Criteria (to be addressed in Expression of Interest)

1. Experience in Development as an as an educator/program provider, former Nipper, Age Manager, Coach, Nipper and/or Youth Coordinator/Director, Development Director.
2. Availability to attend meetings, forums and events as required.
3. Willingness to engage and respond to members in relation to Committee Objectives.

Objectives

1. Consider programs for Youth Development
2. Consider further development opportunities for the Young Leaders Program
3. Assist in the development of a state-wide mentorship program for emerging leaders.
4. Nipper & Youth Awards and Awards of Excellence – Participate in the selection of finalists and winners

Role Requirements of each Objective

1. Assist clubs to implement youth development programs for their members.
 - a. Review survey conducted in 2024/25.
 - b. Based on survey result develop plans to assist clubs.
2. Review and enhance the Young Leaders Program.
 - a. Investigate opportunities to get club level involvement in the program.
 - b. Investigate opportunities to connect members to Standing Committees.
3. Develop a state-wide mentorship program for emerging leaders
 - a. Develop a framework to ensure sustainability of the program.
 - b. Develop criteria to differentiate between mentees and mentors and ascertain what will constitute each.
 - c. Identify key touchpoints, growth, and networking opportunities.
4. Nipper & Youth Awards and Awards of Excellence – Selection of the Nipper of the Year, Youth of the Year, U14/U15 Lifesaver of the Year, Youth Official of the Year, Woodside Nippers Club of the Year, Woodside Nippers Program Volunteer of the Year, Age Manager of the Year and Young Volunteer of the Year in accordance with the selection criteria.
 - a. Be impartial.
 - b. Adhere to the selection criteria.
 - c. Be available to field selection related queries from clubs and parents.
 - d. Be impartial.
 - e. Adhere to the selection criteria.
 - f. Be available to field selection related queries from clubs and parents.

Education Committee

Key Selection Criteria (to be addressed in Expression of Interest)

1. Experience in SLSWA Training and Assessment activities and current active SLSWA Trainer, Assessor, Facilitator qualification.
2. Availability to attend meetings, forums and events as required.
3. Willingness to engage and respond to members in relation to Committee Objectives.

Objectives

1. Ascertain the resilience of SLSWA Clubs and Trainers, Assessors and Facilitators (TAFs) to absorb changes to SLSA policy and procedural changes that affect course delivery.
2. Develop community initiatives that clubs can apply to encourage a more inclusive participation of the wider community members to gain SLS awards and provide pathways for membership and participation in the clubs.
3. Assess patrol members' performance in the use of the radio and determine if modification/additional training is required.
4. Awards of Excellence – Participate in the selection of finalists and winners

Role requirements of each Objective

1. Resilience of Clubs and TAFs to absorb change.
 - a. Understand the types of change affecting course delivery (e.g. course content changes, IT changes, policy changes including inclusivity etc.).
 - b. Discover what factors inhibit TAF contribution across a sample of clubs.
 - c. Understand the additional work and knowledge required by TAFs to participate in policy and procedural change.
 - d. Analyse what volume of change can realistically be dealt with over a 3-season period across various clubs.
 - e. Identify the streamlining of processes during change management to reduce work load on TAFs.
2. Develop community initiatives
 - a. Determine what activities or awards may be suitable for the local community to participate in and what resources would be needed, covering both aquatic and non-aquatic awards
 - b. Reach out to local communities and community groups to highlight education opportunities and awards available to them through their local SLS clubs.
 - c. Use the initiative to help increase the diversity of membership and the awareness of the commercial courses available.
3. Assess Patrol Members' performance in radio usage:
 - a. Understand SLSWA radio communication procedures, user groups and current teaching documentation and process.
 - b. Communicate with high volume end users (SurfCom, Helicopter crew, Patrol Captains) to ascertain any issues
 - c. Determine if there are any trends in usage that are not compliant with standard radio operating procedures
 - d. Develop/modify teaching material or practices, if necessary, to improve compliance.
4. Awards of Excellence
 - a. Apply the marking matrix to each nomination using fair and unbiased methodology.

Australian Honours and Awards Committee

Key Selection Criteria (to be addressed in Expression of Interest)

1. Availability to attend meetings, forums and events as required.
2. Willingness to engage and respond to members in relation to Committee Objectives.

Objectives

1. Review the achievements of members who have rendered outstanding service to surf lifesaving and make recommendations on behalf of individual members for Australian Honours, SLSA and SLSWA Life Membership and other related awards.
2. Review any honours nominations received for Australian Honours, SLSA and SLSWA Life Membership and other related awards.
3. Awards of Excellence – Participate in the selection of Club of the Year and Volunteer of the Year.

Role requirements of each Objective

1. Review the achievements of members who have rendered outstanding service to surf lifesaving and make recommendations on behalf of individual members for Australian Honours, SLSA and SLSWA Life Membership and other related awards.
 - a. Be impartial.
 - b. Adhere to the selection criteria.
2. Review any honours nominations received for Australian Honours, SLSA and SLSWA Life Membership and other related awards.
 - a. Be impartial.
 - b. Adhere to the selection criteria.
3. Awards of Excellence – Assist with the selection of Club of the Year and Volunteer of the Year.
 - a. Be impartial.
 - b. Adhere to the selection criteria.
 - c. Be available to interview finalists.
 - d. Be available to field selection related queries from members.

YOUTH COMMITTEE

Key Selection Criteria (to be addressed in Expression of Interest)

Objectives

1. Assist the Development Committee in the development of a state-wide mentorship program for emerging leaders.
2. Develop a Job Description for each SLS Pillar, outlining required characteristics, for a club based youth mentor.
3. Consider programs for Youth Development (under 17s) that could be used at your club.
4. As set by the SLSWA Development Committee.