



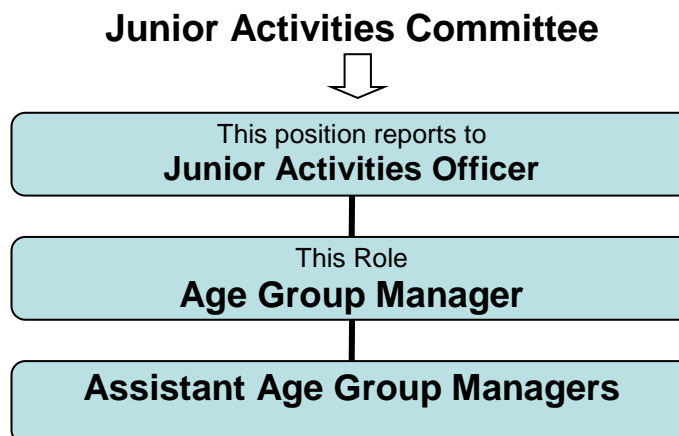
1. Position

Junior Activities Age Group Manager (AGM) – V070419

2. Position Purpose

Responsible for management of an Age Group of Junior Activities members

3. Key Relationships



4. Approved at Board meeting 7/4/2019

5. Mandatory Requirement

Be in possession of a current State Government Assessment Notice in the form of a Working with Children Check Card (which details name, date of birth, notice number and expiry date) issued under the ***Working with Children (Criminal Record Checking) Act 2004***.



6. Major Responsibilities

- Responsible for overseeing the safe management and delivery of activities designed to develop the surf skills of Junior members relevant to their age group
- Assist Junior Activities Officer to set the program and weekly agenda for the season's schedule of activities
- Liaise with other Officers on the transition & integration of Junior Members into the senior activities of the Club
- Encourage Junior age group members to participate in intra and inter club events, as may be relevant to their age group
- Work with Assistant AGMs in that age group to deliver the weekly program for age group members
- Encourage parents to get involved with their children
- Responsible for ensuring that all gear and equipment relevant to their respective age group is set up for weekly activation
- Comply with the Club's constitution and policies

7. Primary Accountability

Performance Measures

Junior Age Group members develop the skills necessary to gain SLSA Awards and participate in surf sports events

Junior activities schedule is delivered in accordance with the program

Season program of activities for the ongoing development of Junior members is developed and implemented

Meetings are attended and reports submitted as and when required

Junior activities gear & equipment relevant to the age group is well maintained and available for use as required

Club policies and directions of the Board complied with

8. Required Competencies

- Adjudicate in the event of a complaint or dispute, where appropriate
 - Ability to organise and delegate tasks
 - Understanding of budget compliance
 - Communicate effectively and possess good interpersonal skills
 - Maintain confidentiality on relevant matters
 - Has attended an Age Group Managers course
 - Understanding of the Club's constitution and policies
 - Understanding of SLSA / SLSWA policies as applied to Junior activities
 - Holder of SLSA BM desired
 - Competency in basic surf skills
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