



**SURF LIFE SAVING®**  
NEW ZEALAND

# **SLSNZ VOLUNTEER WORKING GROUP TERMS OF REFERENCE**

## **SLSNZ Surf Life Saving National Championships**

### **Date Initiated:**

- June 2023

### **Purpose:**

- Provide advice, feedback and support to SLSNZ in relation to the development and delivery of all aspects of the SLSNZ Surf Life Saving Championships (Nationals) with a goal of achieving "A Great Experience"

### **Reports to:**

- SLSNZ National Sport Manager (NSM)

### **Term:**

- The group will be in place for three years, after which it will be reviewed in relation to progress against its purpose.

### **Group Profile:**

- The group will consist of three 'Appointed' Positions – The National Event Manager, Event Referee & Event Safety Officer and six 'Independent' Positions
- Independent positions will be selected by a panel consisting of the NSM, National Event Manager and Chief of Operations.
- The appointment process will consider the applicant's knowledge and experience of local, regional, national and international Surf Life Saving Sport competitions, including, but not limited to participation, coaching, managing, officiating, event management, development and rules.
- Members require the ability to think strategically and philosophically about how Nationals contributes to the future direction of Surf Life Saving sport activities right across New Zealand.
- Where a member stands down or is removed from their position prior to the end of the term the National Sport Manager may seek a replacement for the remainder of that term.
- Other SLSNZ Staff may be invited to contribute as required.

### **Meetings**

- The group may meet in person or online and communicate via email as required
- A member will be identified by the group as the group lead. The role of the group lead is to navigate and progress meetings and achievement of the group purpose.
- A quorum shall be 50% or more of the group members
- The National Sport Manager (or their delegate) will provide support as required by the group.
- The group will formalise and prioritise the identified issues, ideas and/or recommendations to present to the National Sport Manager on a regular basis.
- Updates on progress after each meeting will be circulated to the group and NSM by email.
- Where required the National Sport Manager will distribute the information to the SLSNZ Sport Team and/or Local/Regional/National Sport Committees for consideration, comment and an implementation plan.
- Where ideas and/or recommendations are considered significant, they may require wider member consultation before implementation.

**Roles and Responsibilities:**

- Members are to fulfil the purpose of the Committee to the best of their ability.
- Members are expected to engage with the membership to gain broader perspectives other than their own
- Members are expected to act in the best interests of Surf Lifesaving overall, not just for the region or club that they represent or to advance their own personal opinions or beliefs.

**Volunteer Working Group Member Agreement:**

The intent of this agreement is to demonstrate a shared commitment to the delivery of an effective and efficient service to Surf Life Saving New Zealand (SLSNZ) and its members.

As a volunteer you agree:

- To communicate and behave in accordance to the SLSNZ Code of Conduct, respecting and valuing all experiences and voices.
- To adhere to and carry out the tasks outlined in the Terms of Reference in good faith and in the best interests of the organisation.
- To actively participate in meetings on the agreed time and day or make contact when unavailable
- That any confidential or sensitive information heard, observed or obtained during the course of my work with SLSNZ, shall remain confidential to SLSNZ
- There are no contracts, restrictions or other matters which may interfere with your ability to discharge your obligations.

**Volunteer Working Group Member Declaration**

I have read and understood the above and agree to abide by the Terms of Reference

Name \_\_\_\_\_ Signed \_\_\_\_\_ Date \_\_\_\_\_

SLSNZ appreciates your support and we will endeavour to make your volunteer experience a productive and enjoyable one. If you have any concerns at any stage, please contact [lewis.mcclintock@surflifesaving.org.nz](mailto:lewis.mcclintock@surflifesaving.org.nz)