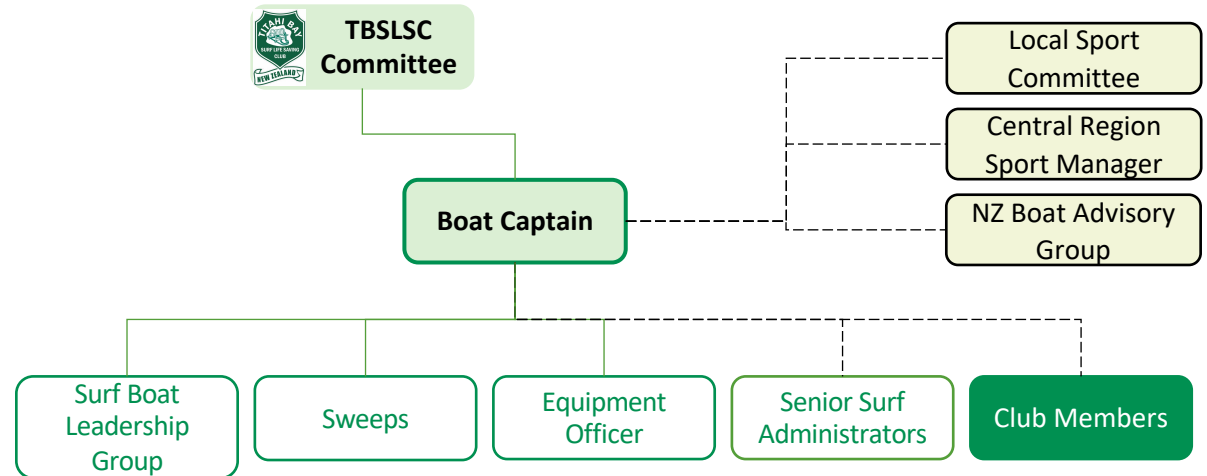


# Role Description for: Boat Captain

Nominated by the members of Titahi Bay Surf Life Saving Club (TBSLSC) to represent their best interests on the committee and uphold the club vision, mission, and values you will support the chairperson in championing the code of conduct. The Boat Captain is responsible for the delivery of the Club's annual surf boat programme and for the maintenance and upkeep of the surf boats. The Boat Captain creates and maintains pathways for high performing competitive athletes and provides pathways for participation of members in surf boat events. The Boat Captain provides surf boat rowers with the skills and opportunities to be involved, have fun, and learn skills to become high performing athletes.

## Key relationships



## Qualifications and Skills

- Can communicate effectively.
- Have great inter-personal skills.
- Can be impartial and fair.
- Has good understanding of their role and responsibilities.
- Has knowledge of the operating environment.
- Is well organised and can delegate tasks.
- Surf boat sweep or experienced open division rower
- National surf boat competition experience
- If possible, International surf boat competition experience
- Technical understanding
- Active in the club.

### Key

- Committee role
- Role within supporting structure
- Club Members
- External Stakeholders
- Reporting line
- Indicates a relationship

# Role Description for: **Boat Captain**



## **Responsibilities.**

### **General Responsibilities**

- Leads and role models a safe and healthy culture that brings all members together to support the development of lifeguards, future lifeguards, athletes, and the provision of lifeguard services.
- Create an annual surf boat budget for committee approval
- Manages, in accordance with the agreed budget, any expenses for surf boat equipment
- Create a surf boat leadership group and engage with them throughout the season
- Align decisions and activities to the Surf Boat goals and Principle's document. Update and seek approval from the committee as needed.
- Contribute to the Club's Annual Calendar.
- Report any risks or incidents to the Chair
- Inform Lifesaving Co-ordinator of new members that require lifeguard training. Refer potential new members to appropriate coordinator.

### **Athlete development**

- Create an agreed plan for each year for the direction of the Boat programme that includes opportunities for all surf boat athletes to excel in their sport.
- Create a learning environment for both sweeps and athletes.
- Co-opt expertise to further develop skills.

### **Crew selection and development**

- Create and oversee surf boat crew selection processes
- Lead the training of new sweeps
- Support sweeps as needed throughout the season
- Provide training programmes for crews as required

### **Surf boats and equipment**

- Lead the maintenance and upkeep of surf boat equipment
- Allocate surf boat gear throughout the season
- Maintain relationships with equipment suppliers
- Raise grant applications for additional equipment when required.

### **Competitions**

- Enters crew entries into competitions and enter crews through WAVES.
- Liaise with SLSNZ Central Region Sport Manager regarding hosting of any surf boat competitions
- Maintain 'Titahi Bay Boaties' Facebook page as a tool for communicating with athletes and their families
- Coordinate competition travel with crews

### **Health and Safety**

- Ensures that the surf boat arena acts within the SLSNZ policies and procedures.
- Ensure that the surf boat program complies with the club's Child protection policy.
- Ensure that Sweeps over the age of 18 have been police vetted and that they have completed the SLSNZ Safeguarding Children online module.
- Ensure SiteDocs is completed before each training session.

### **Fundraising**

- Oversee fundraising activities, develop a fundraising plan, and ensure funds are spent in accordance to the plan.

### **Other**

- Delegate but remain accountable for any of the above duties
- Undertake any other activities as required by the Committee.