

## **POSITION DESCRIPTION** **GENERAL MEMBER – DEVELOPMENT**

Each year the Cali ACT Board has the ability to call for General Members that will become board members for a 1 year term. This was implemented to allow flexibility to bring in specialist skills to assist in achieving strategic outcomes. It also has the ability to bring in people to gain awareness and experience to enable smooth transition of roles.

### **Key responsibilities & duties:**

The intent of the Development role is to establish a development program, accessible to all ACT calisthenic participants and coaches, with the aim being to focus on increasing the standard of calisthenics across all clubs in the ACT. This position will require you to work in close association with the Director of Coaching so that Development programs can be implemented to cover both participants and coaches. This role is that of a full board member and requires attendance at Board and Council meetings and the production of reports detailing the outcome of any initiatives. It holds voting rights at Board Meetings and requires liaison with other board members and club executives. Below is an example of the tasks required to be undertaken:

- Work closely with the Director of Coaching to develop a 12 month program
- In conjunction with the Treasurer prepare a budget and maintain expenditure so that the program is self-funding
- Engage various specialist teachers, both from within and from outside the calisthenic community
- Book venues
- Liaise with clubs and the Cali ACT Social Media Officer to promote and advertise workshops
- Be responsible for receiving registrations
- Ensure supervision at venues to comply with safety and insurance requirements

**Meeting Frequency:** You will be required to attend both Cali ACT Board and Council meetings on a monthly basis.

### **Work Experience and Skills Required:**

- Excellent organisational skills and communication
- Must be able to work productively with the Director of Coaching, Club Executives and the coaching community in general
- Ability to engage with specialist teachers and interstate coaches
- Ability to prepare and work within budgets
- Maintaining registration and payment records (in conjunction with Cali ACT Treasurer)
- Be able to objectively report on progress and success
- Experience working on ACT or Club committees
- A passion for the development of calisthenic participants and coaches in the ACT

If you require further details or if you have any questions please contact the Cali ACT Development Officer [developmentofficer@calisthenicsact.com.au](mailto:developmentofficer@calisthenicsact.com.au) or the President at [president@calisthenicsact.com.au](mailto:president@calisthenicsact.com.au)

