

Useful References

info@dsr.wa.gov.au

www.dsr.wa.gov.au

Committee Members

This is the team behind the Executive; they should be representative of the club members and provide a conduit from the membership to the committee and vice-versa. Depending on the size of your membership non office bearing committee members may not be necessary.

The role of committee members;

- Attend committee meetings and participate in discussions and decision making,
- Represent the interests of the members,
- Join sub committees and take on minor portfolios such as co-ordinator of newsletter, uniforms, the wind up and so on...
- Communicate to the members any decisions by the committee.
- Represent the club when required.
- Physically assist with the organization and set, clean up of events and functions.
- Offer to assist, be proactive, and demonstrate initiative.

City of Armadale
Leisure Services
Locked Bag 2
Armadale WA 6992

Club Development Officer
9399 0407

www.armadale.wa.gov.au

Handy Hints

- Groom committee members for eventually taking on the roles of an executive position; this is part of your succession planning.
- Have an executive member mentor a committee member.
- Be prepared to disagree or question committee decisions in a meeting forum—this will ensure that decisions are well discussed and thought through.
- Keep a file of club minutes and anything else collected at meetings.
- Have an end of season function (within reason) for the committee to acknowledge their work.