

# Position Description



<b>Volunteer Position Title:</b>	<b>Club Leadership Team – Athlete Representative</b>
<b>Time Commitment:</b>	Minimum 2 years Approximately 2 hour per week and attendance at Club LT meetings. Must be available evenings and weekends.
<b>Reporting To:</b>	Chair - Club LT
<b>Screening / Training / Accreditation Requirements:</b>	<ul style="list-style-type: none"> <li>• Police Check</li> <li>• Recommended and endorsed by Club Member</li> <li>• ALP graduate with an actively assigned mentor</li> <li>• Must be currently active and registered within the Club</li> </ul>

## Description of the volunteer role:

The Athlete Representative is an active member of the Club Leadership Team and will provide representation for the athletes in the Club at the LT level.

The role will be fundamental in ensuring that development of objectives and agreed outcomes for the Club take into account the ideas, views and feedback of Special Olympics Australia athletes.

The Athletes Representative will need to ensure they are aware of relevant information and opinions to provide constructive input to Club LT meetings.

The ideal candidate will have strong communication skills whilst consistently demonstrating positive behaviors, both in and out of competition.

## Key Responsibilities:

- Regularly liaise with athletes in order to accurately determine their views and ideas about Special Olympics Australia and the direction of the Club
- Attend Club LT meetings and contribute to the decision making process by representing the views of the athlete
- Liaise with the ALP Coordinator regarding further professional development
- Oversee compliance with the SOA code of conduct by all members of the Club
- Compliance with all WH&S legislation and SOA WH&S Policy

## Competencies, Skills, Experience, and Education:

	<b>Essential</b>	<b>Desirable</b>
<b>Competencies / Skills</b>	<ul style="list-style-type: none"> <li>• Effective communication skills</li> <li>• Well-developed interpersonal skills</li> <li>• Good time management skills</li> <li>• Computer literacy skills</li> </ul>	<ul style="list-style-type: none"> <li>• Completed the ALP governance course</li> </ul>
<b>Experience / Education</b>	<ul style="list-style-type: none"> <li>• Minimum of 4 years as a registered athlete with SOA</li> </ul>	<ul style="list-style-type: none"> <li>• Experience working as part of a committee</li> </ul>

Performance Area	Key Tasks	Performance Indicators
Athletic Representative	<ol style="list-style-type: none"> <li>Attend Club LT meetings and contribute to the decision making process by representing the ideas and views of athletes</li> <li>Liaise with athletes in the Club to determine their ideas and views to be raised at the meeting</li> <li>Proactively work with ALP coordinator to continue professional development and skill development</li> </ol>	<ol style="list-style-type: none"> <li>Attend Club LT meeting and demonstrate evidence of preparation prior to the meeting</li> <li>Able to provide a report where required that accurately records athlete feedback</li> <li>Demonstrate active involvement with the ALP program and undertake professional development where suggested</li> </ol>

Key Relationships And Interactions:	
Internal	SOA staff, State LT and members, Club LT and members, Athletes
External	Sporting Organizations and Management

Special Olympics Vision, Mission, About Us, and Athletes Oath	
SOA Vision	Everyone with an intellectual disability has the opportunity to participate in sport
SO Mission	We create accessible sports training, coaching and competition pathways so that people with an intellectual disability can reach their personal best, in sport and in life.
About Us	Special Olympics Australia is a not-for-profit organisation that provides regular sports training, competition opportunities and development programs for people with an intellectual disability across Australia.
Athletes Oath	"LET ME WIN. BUT IF I CANNOT WIN, LET ME BE BRAVE IN THE ATTEMPT."