



**2019 CLUB ADMINISTRATION DAY PROGRAM**

**Saturday 10<sup>th</sup> August 2019**

Time	Event	
9.30 am	<p align="center"><b>Welcome by Stephen Godfrey (SLST President)</b></p> <p align="center">SLST Governance, roles of the Board of Directors, committees and staff</p> <p align="center">Stephen Godfrey – SLST President Tony van den Enden – SLST CEO</p> <p align="center"><b>Theatre</b></p>	
<b>Concurrent Session 1</b>		
10.00 am	<p><b>Valuing our sponsors</b> – How can clubs best support national, state and club sponsors.</p> <p>Communication and marketing your club.</p> <p>Fiona Crockett - General Manager Business Development and Communications, SLSA</p> <p><b>The Retreat</b></p>	<p><b>Financial Governance Practices</b> - Whether you are taking up the responsibilities of a board member for the first time or you are an experienced board member looking for a refresher, there is always something you can do to improve your knowledge and the governance of your club.</p> <p>Joss Fenton CPA 4 Business &amp; Community</p> <p><b>Conference Room</b></p>
10.45 am	<b>Morning Tea</b>	
<b>Concurrent Session 2</b>		
11.15 am	<p><b>Diversity inclusion in sport</b> – what clubs need to know, (includes an overview of the SLSA Proud Beaches Forum).</p> <p>Julien Palmer SLSA National Participation Manager</p> <p><b>The Retreat</b></p>	<p><b>What's new in IT</b> – Introduction to Surfguard functions including adding new members, useful functions and reporting (including updating the SLSA Operations App.)</p> <p>Travis Klerck – Team Leader National ICT Unit, SLSA</p> <p><b>Conference Room</b></p>
<b>Concurrent Session 3</b>		
12.00 pm	<p><b>Learn how Life Saving Chaplaincy Australia</b> can support your members through:</p> <ul style="list-style-type: none"> <li>– Rescue and patrol activities</li> <li>– Grief and loss</li> <li>– Trauma – Sickness</li> <li>– Ethical questions</li> <li>– Club issues</li> <li>– Home and personal issues</li> </ul> <p>Russ Harmon National Ministry Coordinator</p> <p><b>The Retreat</b></p>	<p><b>SLSA Carnival Management System SEMS</b> – an overview for surf sports/team managers.</p> <p>Travis Klerck– Team Leader National ICT Unit, SLSA</p> <p><b>Conference Room</b></p>
12.45 pm	<b>Lunch</b>	



	<b>Session 4</b>	
1.30 pm	<p><b>Member Pathways</b> – explore pathways to being an age manager, coach or official</p> <p>Boyd Griggs, Operations Manager SLST Toby Whitton, Volunteer Support Officer SLST</p> <p><b>The Retreat</b></p>	<p><b>What is Ticket to Play?</b> Ticket to Play is a Tasmanian Government program designed to reduce the cost of participating in club sport for young Tasmanians. Learn how the program works for participants and clubs.</p> <p>Matthew Abey Communities, Sport and Recreation</p> <p><b>Conference Room</b></p>
	<b>Concurrent Session 5</b>	
2.15 pm	<p><b>Finding funding</b> – Hear how SLST and the SLSF Grant Seeking Unit provide the necessary resources to assist Clubs with successful funding applications.</p> <p>Fundraising opportunities for clubs</p> <p>Susan Ahmelman Manager, SLSF Grant Seeking Unit</p> <p><b>The Retreat</b></p>	<p><b>Social Media</b> – the do’s and don’ts of using social media</p> <p>Fiona Crockett - General Manager Business Development and Communications, SLSA</p> <p><b>Conference Room</b></p>
2.45	<b>Afternoon Tea</b>	
	<b>Concurrent Session 6</b>	
3.00 pm	<p><b>Looking after our people</b> – skills and guidance and how to handle member complaints and grievances.</p> <p>Ian Fullagar – General Counsel – SLS Julien Palmer – SLSA National Participation Manager</p> <p><b>The Retreat</b></p>	<p><b>Have you got it covered?</b> - Kirsten will present an overview of the SLSA Insurance Program including an update on the new JLT Surf Lifesaving website, resources and tools available to clubs.</p> <p>Kirsten Mills – National Manager Sport, Marsh Australia Jardine Lloyd Thompson</p> <p><b>Conference Room</b></p>
	<b>Concurrent Session 7</b>	
3.45 pm	<p><b>Good governance</b> – Know your role, responsibilities and legal obligations.</p> <p>Ian Fullagar General Council – SLS</p> <p><b>The Retreat</b></p>	<p><b>Introducing Silver Salties</b> – a club based surf sports and beach fitness program targeting older Australians which will allow clubs to set up and run approved Silver Salties programs geared towards increasing participation among older club members and the general community.</p> <p>Julien Palmer – SLSA National Participation Manager</p> <p><b>Conference Room</b></p>
4.15 pm	<b>Close</b>	