



Swimming North Coast Inc.

PO BOX 100, BONNY HILLS NSW 2445

President : Faye Rowles 0407287997

Secretary : Ann Pilkie 0403988077

TO ALL MEMBERS

There is a vacancy on the Committee of Swimming North Coast Inc for the position of Competition Secretary.

If you would like to nominate for this position please email the Secretary on swimmingnorthcoast@hotmail.com

Please include a resume detailing your skills and experience that may make you a suitable candidate for this position. As a guideline the By Laws that outlines the duties can be viewed below. If you require further information, do not hesitate to email or phone.

8.5 Competitions Secretary

- (a) Act as Chairperson of the Competition & Selection Committee
- (b) Enter competitors, on behalf of the Area, eg teams, for any State or Australian competition, as requested by Area Committee.
- (c) Present to the Area Committee by 1st September and 1st March of each year Area swimming programmes for the ensuing summer and winter Seasons, respectively
- (d) Present within seven (7) days of Competition Committee Meeting copy of meeting minutes, reports and recommendations to Area Secretary for submission to the Area Committee, for their consideration
- (e) Assist the Area Committee with the organisation and running of all Area Championship Meets and other meets as requested by the Area Committee
- (f) be responsible for the ordering, preparation and safekeeping of medallions and ribbons for all Area Championships and Area Meets.

11. COMPETITION AND SELECTION COMMITTEE

- (a) The functions of the Competition and Selection committee shall be to:
 - (i) review the competitive swimming programme of the Association at the completion of each meet and recommend to the Area Committee alterations where necessary;
 - (ii) each year submit to the Area Committee qualifying times (if any) as required for the Association events for summer and winter seasons;
 - (iii) prior to 30 September and 31 March in each year prepare programmes for Association swimming meets for submission to the Area Committee

for approval and such consolidated programmes shall cover the ensuing summer and winter activities respectively;

- (iv) carry out at the request of the Area Committee any duty related to the conduct of Association meets; and
 - (v) generally comply with the provisions of By-Law 10.
- (b) The membership of the Competition and Selection committee shall be:
- (i) the Competitions Secretary who shall act as the Chairperson;
 - (ii) six (6) suitably qualified Members elected at the Annual General meeting in accordance with By-Law 10- with three (3) members to be elected from the Ballina, Byron, Clarence Valley, Kyogle, Lismore City, Richmond Valley and Tweed Local Council areas and three (3) from the Bellingen, Coffs Harbour City, Gloucester, Great Lakes, Greater Taree City, Kempsey, Nambucca and Port Macquarie – Hastings Local Council areas.
- (c) The chair shall have a deliberative as well as a casting vote; each other member shall have one (1) vote.
- (d) The operation of the Competition and Selection committee shall be as agreed by the competition committee members from time to time.
- (e) On every occasion when a team is to be selected to represent the Association, the Committee shall notify the Competition and Selection committee of its requirements. The Competition and Selection committee shall by a specified time submit to the Area Committee a list of names of Individual Members totalling the number required by the Area Committee and graded in such a manner as the Competition and Selection committee, in the absence of any direction from the Area Committee, considers appropriate to the type of team or squad required. The Competition and Selection committee may further, at its discretion, recommend an increase or decrease in the team complement. The Area Committee shall have the right to adopt the recommendations in whole or part. It may reject any recommended Individual Member but shall not add to the list without a prior recommendation from the Competition and Selection committee.

Ann
Ann Pilkie (secretary)