



# FLOORBALL ACT

## Executive Committee

### President

The President is to provide the principle leadership for the Association and the Committee. The president is ultimately responsible for ensuring that the Association operates within its strategic and business plans, constitution and rules and regulations.

### Vice President (Tribunal Director)

The Vice President is to shadow the President in providing leadership and responsibility for the Association and the Committee, and to step into the President's role where needed. The Vice President also typically takes on the role of Tribunal Director.

### Secretary (Public Officer)

The Secretary is generally responsible for the administration duties of the Association. This person will provide and receive correspondence for the Association and is the link between Association members, the Committee and outside agencies. The Secretary also typically takes on the role of Public Officer.

### Treasurer (Registrar)

The Treasurer is responsible for the management of the Association's accounts including budgeting, collecting and receipting of all monies and overseeing the financial direction of the Association. The Treasurer is required to report to the Committee regularly on the Association's finances. The Treasurer also typically takes on the role of Registrar. The Registrar is responsible to ensure that all players are correctly registered. The Registrar is responsible for establishing registration guidelines and maintaining a list of all registered members. The Registrar reports directly to the Association's Committee.

### Senior Delegate

The Senior Delegate represents the Association's senior players on the Committee. The Senior Delegate is primarily responsible for the running of the senior teams and leagues.

### Junior Delegate

The Junior Delegate represents the Association's junior players on the Committee. The Junior Delegate is primarily responsible for the running of the junior teams and programs/leagues.

## General Committee - Coordinator Positions

### Referee Coordinator

The primary role of the Referee Coordinator is to develop qualified referees using the training and guidelines of the International Floorball Federation (IFF) and Floorball Australia (FA). A successful Referee Coordinator will ensure that development opportunities are provided to less experienced referees, and occasionally this position will be asked to provide rule interpretations to the Committee. The Referee Coordinator reports directly to the Association's Committee.

### Coaching Coordinator

The Coaching Coordinator is responsible for the training and development of local coaches and ensuring



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suitably qualified coaches are assigned to each team of the Association where required. The Coaching Coordinator reports directly to the Association's Committee.

## **Player Development Coordinator**

The Player Development Coordinator will lead the development and implementation of a unified plan for the Association which will provide the basis to develop a player's skills and attitude to be prepared and competitive at all levels of play. The Player Development Coordinator reports directly to the Association's Committee.

## **Women's Development Coordinator**

The Women's Development Coordinator is responsible for developing, promoting and implementing effective programs that support women's floorball and representing the ACT regarding women's and GoGirls! development initiatives of Floorball Australia (FA) and the International Floorball Federation (IFF). The Women's Development Coordinator reports directly to the Association's Committee.

## **Webmaster**

The Webmaster is responsible for the building, maintenance and updating of the Floorball ACT website. The Webmaster reports directly to the Association's Committee.

## **First Aid Officer**

The First Aid Officer is responsible for the coordination of first aid services and maintenance of equipment, and is to provide advice to the Committee on first aid matters when required. The Chief First Aid Officer reports directly to the Association's Committee.

## **Equipment Coordinator**

The Equipment Coordinator is responsible for the coordination and management of the Association's physical equipment and ordering of new gear. They are to ensure a high standard of safety and presentation for games, training, events and other activities. The Equipment Coordinator reports directly to the Association's Committee.

## **Member Protection Information Officer**

The Member Protection Information Officer (MPIO) is the first point of call for any enquiries, concerns or complaints of harassment or abuse. The MPIO provides support to members with concerns or complaints and provides information about local complaint resolution options available to address the individual's concern. The MPIO sits outside of the Association's Committee, liaising as required.

## **Media and Public Relations Coordinator**

The Media and Public Relations Coordinator is responsible for managing the Association's public image using tools such as the Association's website, social media platforms and local media resources, and using marketing tools to publicise the Association's events and activities. The Media and Public Relations Coordinator reports directly to the Association's Committee.

## **Competitions Coordinator**

The role of the Competitions Coordinator/s is to ensure that competitions and tournaments are well organized



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and that the competitions and tournaments run smoothly from start to finish. The Competitions Coordinator reports directly to the Senior or Junior Delegate.

## **Fundraising and Sponsorship Coordinator**

The role of the Fundraising and Sponsorship Coordinator/s is to plan and coordinate the fundraising and sponsorship activities of the Association and ensure that fundraising events are well organized and run smoothly from start to finish. This Coordinator is responsible for maintaining current sponsorship agreements and approaching new potential sponsors of the sport. The Fundraising and Sponsorship Coordinator reports directly to the Committee.

## **Social Coordinator**

The role of the Social Coordinator is to plan and coordinate the social activities of the Association and ensure that fundraising events are well organized and run smoothly from start to finish. The Social Coordinator reports directly to the Committee.