



Position Description - President

Position Title of Supervisor N/A

Name of Supervisor N/A

1. Objective of Position

The President is elected by the members to oversee all aspects of the Association's work and management. The President is responsible to ensure the legislative compliance of ASPA. The President is a Council and an Executive member.

2. Organisational Relationships

(i) **Position Title of Supervisor**
N/A

(ii) **Position Titles which also report to Supervisor**
N/A

(iii) **Position Titles that report to this position**
Senior Vice President
Association Secretary
Treasurer
Vice President Education
Vice Presidents – Victoria, NSW, Tasmania
Executive Officer

3. Organisational Context of Position

The Australian Ski Patrol Inc (ASPA) is a national volunteer organisation whose purpose is to serve the public in the rescue and first aid treatment of injured visitors to alpine areas; to promote awareness safety and establish safety standards in Australian Alpine Areas; provide first aid training and examination courses for and on behalf of its members.

This position is one of eight (8) elected Committee Members. Elected Committee Members are elected for a period of one (1) year at the Annual General Meeting of the Association. All elected positions are eligible for re-election.



4. Key Accountabilities

- a. To instruct the Secretary to call meetings and consult in the preparation of agendas;
- b. To Chair meetings of the Association and of the Committee and Executive Committee;
- c. To hold a casting vote in cases of a tied vote on a resolution;
- d. To be a signatory to the bank accounts held by the Association;
- e. To represent the Association as delegate to other organisations, which invite ASPA to participate, or to nominate a representative;
- f. Consult with Government bodies responsible for funding allocations for the work of the Association;
- g. Prepare, in consultation with Treasurer and Executive, the requests for government funding and progress required by funding authorities;
- h. Establish and maintain a relationship with any sponsors of the Association to encourage on-going support;
- i. Consult regularly with other members of the ASPA Council and Executive to ensure that the purposes of the Association are progressing;
- j. Consult with and Executive Officer of the Association at least monthly and, where necessary, to give direction in the allocation of time and priorities to the work of the Association;
- k. Maintain contact with member patrols to ensure that ASPA is supporting their work in an appropriate manner;
- l. Ensure policies and procedures are circulated, understood and implemented consistently throughout the organisation
- m. Review annually compliance with standards for RTO reports from officers responsible as identified in the Risk Management Chart;
- n. Provide details if required, regarding all operations relating to the scope of the RTO registration;
- o. Write and review the ASPA Strategic Plan in consultation with other executive officers
- p. Identify and ensure compliance with State and Commonwealth Legislation;
- q. In consultation with the Treasurer, ensure ASPA has all required insurances;