



Position Description – State Vice President

Position Title of Supervisor	Association President
Name of Supervisor	Refer to ASPA Executive list

1. Objective of Position

A Vice President representing each of NSW, Victoria and Tasmania is elected by the members of the Association to maintain special contact with patrols in that state and to represent them at meetings of the ASPA Council. The State Vice Presidents are Council members.

2. Organisational Relationships

- (i) **Position Title of Supervisor**
Association President
- (ii) **Position Titles which also report to Supervisor**
Senior Vice President
Association Treasurer
Vice President Education
Executive Officer
- (iii) **Position Titles that report to this position**
None

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. Represent the State Patrols at meetings of the ASPA Council;
- b. Assist the President and Executive in supporting the work and meeting the special needs of the State Patrol they represent;
- c. Contribute to the review the ASPA Strategic Plan through consultation with the President and other executive officers;
- d. Ensure that all ASPA members, staff and students have access to all policies in this document and any future updates;
- e. Ensure that all members and staff understand their responsibilities in relation to the policies, especially with regard to Access and Equity Policies;
- f. Implement and ensure compliance and audit compliance with standard 6.2 in the Standards for RTOs;
- g. Implement and ensure compliance with the Access and Equity Management Policy and Procedures and audit compliance with standard 6.3 in the Standards for RTOs;
- h. Complete internal audit of ASPA's compliance with the Standards for RTOs and report to the President annually.