

## Duties and Responsibilities of the Projects & Memberships Committee

### Functions

The functions of the competition committee shall be to:

- develop and implement programs and projects to enhance the sport of swimming;
- develop and implement strategies and resources to enhance membership recruitment and retention for all levels of the sport;
- promote, encourage and develop resources to assist Clubs in the delivery of learn to swim programs;
- examine, propose and implement strategies to maximise the transition of learn to swim participants to Swimmer category Club members;
- act as an operational work group to ensure the completion of the Company's projects and implementation of policy;
- arrange as authorised by the Chief Executive Officer, forums, seminars and workshops disseminating the latest information;
- plan, develop and, where required, deliver training programs that meet the needs of members and Member Associations;
- liaise with Member Associations and school organisations, including the NSW Department of School Education, to provide training and resources for the efficient operation of swimming activities and meets.
- ongoing review of educational publications and materials; and
- generally comply with the provisions of By-Law 16.

### Membership

The membership of the Projects & Memberships committee shall be:

- five (5) suitably qualified Individual Members appointed by the Chief Executive Officer;
- subject to By Law 23b (ii), to ensure rotational terms, three (3) members of the Committee shall retire in the first year and two (2) members the year after, but will be available for re-appointment; and
- a staff member who shall provide secretarial support for the projects and membership committee.

### Chair of the Committee

The Chief Executive Officer will appoint a chair.

### Voting Rights

Each other member with the exception of the staff member shall have one (1) vote.

### Committee Operations

The operation of the Projects & Memberships committee shall be as agreed by the Projects & Memberships committee members from time to time.