



## Surf Life Saving Sydney Inc.

Established October 1907

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ISSUE DATE: 1<sup>st</sup> August 2016

CIRCULAR NO: 05/16-17

TO: Clubs, Presidents, Secretaries

FROM: Keith Grima, Director of Administration

CC: SLSS BOM, LSEC, SSC, JDC, MSC

SUBJECT: **SLSA IT Systems Training 2016 Expressions of Interest to Attend**

SLSA IT Systems Training has been organised for Sydney Branch Clubs to be held **Saturday 17<sup>th</sup> September 2016**, facilitated by SLSA IT personnel. The training will be offered over one day this year topics as per attached agenda allowing officers the opportunity to attend for the entire day or half days relevant to their Club role.

**This training will be conducted at the Branch Office located at 16 Murra Murra Place, Little Bay 10 am - 3pm Saturday 17<sup>th</sup> September 2016.**

Expressions of interest are now called from Clubs for Office Bearers who would like to attend. For this training to proceed we will require a minimum of 10 attendees.

**Course Agenda of training being offered is attached for your information and includes suggestion of which office bearers the sessions are designed for, which will assist Clubs with selection of attendees.**

**Clubs are requested to register their attendees via Branch Website Forms where an 'online' form has been created.**

Link to online registration is <http://surflifesavingsydney.com.au/admin/online-form/slsa-it-systems-training-2016-eoi-to-attend/>

**Registrations close 7<sup>th</sup> September 2016**

Branch office will send confirmed list of course attendees to Clubs after the closing date.

*Casual comfortable dress for classroom activities is recommended. A light lunch of sandwiches will be provided, however, there is Cafes located near the Branch office at Malabar if you wish to go elsewhere for lunch on the day. Tea/Coffee will be provided by the Branch Office. Participants are not required to bring along lap top computers or similar devices.*

**Note : Sydney Northern Beaches Branch will be hosting the same training on Saturday 10<sup>th</sup> September at their Branch office in Warriewood. Any Clubs you are not able to attend our date of 17<sup>th</sup>, but would be available to attend 10<sup>th</sup> at Warriewood are asked to please phone the Branch Office to discuss.**

**Keith Grima OAM  
DIRECTOR OF ADMINISTRATION**

Affiliated Clubs

Garie Era Burning Palms  
Wanda Elouera North Cronulla Cronulla  
Clovelly Coogee Maroubra South Maroubra  
North Bondi Bondi Tamarama Bronte

Enc.

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