



# Memorandum

<b>To:</b>	Presidents, Secretaries
<b>From:</b>	Trent Thomas – Director of Members Services
<b>CC:</b>	BOM
<b>Date:</b>	11/01/2017
<b>Pages:</b>	2
<b>Subject:</b>	<b>Member Protection and Information Officer workshop</b>

Following on from the presentation at the December Branch Council meeting, Surf Life Saving Sydney have now partnered with the NSW office of Sport to provide specific training to help assist clubs in providing effective member protection practices. This training will assist clubs in fulfilling their requirements under the new Member Protection Policy and creating a member and child safe organisation.

We ask that each club ensure they have a MPIO (Member Protection & Information Officer) trained and in place. In most cases this should be the club's grievance officer or equivalent as they are asked to deal with confidential and member protection related matters on a regular basis as part of their role. We also encourage clubs to consider having a second MPIO trained specifically for Junior members within the nipper ranks due to the large amount of members and their higher level of vulnerability.

The training consists of a 3 hour online training module and 1 face to face training session. This is an accredited course which is recognised across the state and highly recommended for all volunteer and sporting organisations.

All costs associated with the training and certification are being covered by Surf Life Saving Sydney, however we ask that as we are running 2 courses that all clubs send at least 1 representative to be trained.

See Flyer below:

# Member Protection Information Officer (MPIO) Workshop

**Surf Life Saving Sydney in partnership with Office of Sport will soon be holding face-to-face Member Protection Information Officer (MPIO) training workshops.**



## ABOUT THE COURSE

A Member Protection Information Officer (MPIO) is responsible for providing information on a person's rights, responsibilities and options when making a complaint or raising a concern in sport. They can also provide information and advice on the Member Protection Policy to sport administrators and complaint handlers. MPIOs are generally impartial. They don't mediate or investigate complaints.

## WHO CAN BECOME A MPIO?

MPIOs can be a member of a club, state sporting organisation or national sporting organisation. Administrators, coaches, volunteers and parents are encouraged to become MPIOs. MPIOs do not necessarily need to be formally associated with a sport and can be independent.

## HOW TO BECOME A MPIO

MPIO training is a two-part process consisting of an online component followed by a face-to-face workshop. Link to online course <https://learning.ausport.gov.au>  
The online component can be completed any time prior to a face-to-face workshop and information on how to enrol can be found on the Play By The Rules website at [www.playbytherules.net.au](http://www.playbytherules.net.au)



Topics covered include:

- Complaints resolution procedures
- Member protection and the law
- Child protection
- Harassment and discrimination
- Ethical and practical considerations

## UPCOMING FACE-TO-FACE WORKSHOP DETAILS:

### WORKSHOP 1:

Date: Tuesday 21<sup>st</sup> February 2017  
Venue: SLS Sydney Branch Office  
16 Murra Murra Place, Little Bay  
Time: 6.30pm to 9.30pm (TBC)

### WORKSHOP 2:

Date: Thursday 23<sup>rd</sup> February 2017  
Venue: Cronulla Surf Life Saving Club  
First Floor, The Esplanade, Cronulla  
Time: 6.30pm to 9.30pm (TBC)

To enrol please register via link: <https://www.surveymonkey.com/r/MPIO>

[Close on Monday 13<sup>th</sup> Feb. 2017 COB](#)

For information, please contact Victoria Raymond, Surf Life Saving Sydney on 9019 0722 or email [admin@surflifesavingsydney.com.au](mailto:admin@surflifesavingsydney.com.au)

