



# MEMORANDUM

<b>To</b>	<b>Club Presidents, Secretaries and Standing Committees</b>
<b>From</b>	<b>Director, Administration</b>
<b>CC</b>	<b>BOM</b>
<b>Date</b>	<b>Friday 9 June 2023</b>
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<b>Subject</b>	<b>EOI for positions of SLSS Deputy President and Director Finance</b>

Surf Life Saving Sydney (SLSS) currently has two executive positions vacant on its Board of Management and is calling for the expressions of interest for the following roles:

- Deputy President (12 month midterm vacancy)
- Director, Finance (24 month term)

Anyone wishing to be considered for the role of Director, Finance must hold a current CPA/ CA (or equivalent) qualification. The role will be overseeing the finance functions for SLSS including accounts payable, accounts receivable, budgeting, payroll, fixed assets and leasing. The role is supported by a Finance Committee and an external accountant who undertakes all bookkeeping and reporting activities.

Expressions of interest close on 7 July 2023.

In accordance with the SLSS Constitution, a recommendation for a member to take up a vacant position will be made by the Board of Management at the next Branch Council meeting on Tuesday 1 August 2023, for endorsement.

The endorsed member/s will assume duties on Wednesday 2 August 2023.

Expressions of Interest should be addressed to the Director, Administration SLSS via email and marked 'confidential'. Email: [director\\_administration@surflifesavingsydney.com.au](mailto:director_administration@surflifesavingsydney.com.au)

Members are welcome to reach out to me directly via email with any questions about the vacant roles.

Regards,

**Marissa Saunders**  
**DIRECTOR, ADMINISTRATION**

Our Branch Partners and Sponsors

