

# Memorandum

<b>To:</b>	Directors, Branch Presidents/CEOs and Secretaries, Clubs, Members
<b>Date:</b>	Thursday 28 <sup>th</sup> August 2025
<b>Pages:</b>	4
<b>Subject:</b>	Calling for nominations for SLSNSW 2025 State Director Election

**Overview:**

Surf Life Saving New South Wales (SLSNSW) is calling for nominations for two (2) positions on the SLSNSW Board, each for a 3-year term. These positions include:

- 1 x Elected Director (Lifesaving Skill Set)
- 1x Appointed Director (Finance Skill Set)

The Annual General Meeting will be held on Friday 7 November 2025

As per the Constitution’s arrangements, the skill set for the **Elected Director** position will include skills and experience related specifically to life saving and emergency service activities. The skill set for the **Appointed Director** position will include skills and experience related specifically to finance and financial management and governance.

Additionally, for both roles, the SLSNSW Board seeks nominees who have a strong understanding and commitment to Surf Lifesaving as a volunteer membership-based organisation and demonstrate a breadth of experience both professionally and in a surf lifesaving context. Candidates will be reviewed in respect to their suitability, strengths and fit with the needs and ethos of SLSNSW.

The following details how members can either nominate for the Elected position (x 1) and submit an expression of interest for the Appointed role (x 1).

Details of the the Constitution's arrangements can be found at Schedule 2 in the SLSNSW Constitution: <https://www.surflifesaving.com.au/wp-content/uploads/sites/2/2025/08/SLSNSW-Constitution-Approved-August-2025.pdf>

Yours sincerely



Steven Pearce AFSM  
 Chief Executive Officer  
**Surf Life Saving NSW**

**Mission: To save lives, create great Australians and build better communities.**

**Calling for Nominations: SLSNSW Director Election (Lifesaving Skill Set)**

Surf Life Saving New South Wales (SLSNSW) is calling for nominations for **1 x SLSNSW Elected Director position for a 3 year term**. The position will be voted on at the AGM on Friday 7<sup>th</sup> November 2025.

In addition to the desired skills sets that enable a Director to effectively perform and undertake their fiduciary and governance responsibilities, the SLSNSW Board is seeking nominees with skills and experience in the following areas:

- Professional or substantive volunteer experience in lifesaving and emergency management
- Demonstrated expertise across the specialty areas of general patrolling activities and RWC/Powercraft operations.
- Demonstrated experience and understanding of Rescue Services (previously known as Support Operations).
- Additional experience in coastal safety education or aviation/UAV operations would be well regarded.
- Due to the evolving strategic direction of the SLSNSW and the Lifesaving portfolio, experience in emergency management arrangements is essential.

It is envisioned that the successful nominee will Chair the SLSNSW Lifesaving Standing Committee. The SLSNSW Board Charter is available from Surf Life Saving NSW on request. Please email [pa@surflifesaving.com.au](mailto:pa@surflifesaving.com.au) to obtain a copy.

**Nominees for the Elected Director position will be required to complete the following as part of the nomination/expression of interest process by the stated deadline below.:**

1. Submission of the attached **Nomination Form** (on page 3)
2. Provide a **Cover Page** supporting their claim for the position clearly addressing the outlined specific skills as stated above (1 x page maximum).
3. Provide a typed copy of their **Resume**, which details their credentials and relevant experience for the position (2 page maximum) to assist voters to make a decision about their suitability for the position.
4. Completion of the **Candidate Board Skills Matrix Assessment** which can be accessed at: [https://slnsw.foliogrc.com/contracts/new?contract\\_template=50&token=G4w651DTkty1FZxkLHXk](https://slnsw.foliogrc.com/contracts/new?contract_template=50&token=G4w651DTkty1FZxkLHXk)
5. Completion of a **3-minute video** claim for the position, answering specific questions provided by the Nominations Committee. (Note: this is not a mandatory component for the application; however, this is recommended to provide enhanced insight into your nomination for voters. Please contact Greta Simms (PA to the CEO, via [pa@surflifesaving.com.au](mailto:pa@surflifesaving.com.au)) to arrange a suitable time for SLSNSW to assist with this filming. *This must be completed by Friday, 17th October 2025.*

**Candidates interested in nominating for the elected Director position should complete and sign the attached Nomination Form (page 3) and lodge it with their Cover Letter and resume to their Branch by COB Friday 19<sup>th</sup> September 2025.**

**Once the Nomination Form and Resume have been lodged at Branch, the Nomination Form and accompanying documents need to be forwarded to the Chief Executive Officer (endorsed or otherwise) via:**

Steven Pearce AFSM  
Chief Executive Officer  
Surf Life Saving NSW  
Via Email: [pa@surflifesaving.com.au](mailto:pa@surflifesaving.com.au)

**by 5:00 pm on Tuesday, 23<sup>rd</sup> September 2025.**

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Surf Life Saving NSW | PO Box 307 Belrose NSW 2085 | 3 Narabang Way Belrose NSW 2085

T: +61 2 9471 8000 | W: [surflifesaving.com.au](http://surflifesaving.com.au) | ABN 93 827 748 379

**Surf Life Saving New South Wales  
Nomination Form for SLSNSW Elected Director Position  
November 2025 – November 2028**

<b>Name:</b>			
<b>Email:</b>			
<b>Work Phone:</b>		<b>Mobile Phone:</b>	
<b>Home Phone:</b>			
<b>Club/s:</b>		<b>Branch:</b>	

I wish to nominate for the **Elected Director** position to be elected at the November 2025 AGM.

Please note that all positions are for a 3-year term, commencing November 2025 and concluding November 2028.

**Signed by Nominee**

Signature of Nominee	Date (insert)

**Branch Endorsement**

(insert Name of Branch President)	(insert Name of Branch)
Signature of Branch President	Date (insert)

- *This nomination form and accompanying documentation are required to be lodged with Branches by 5:00 pm, Friday 19<sup>th</sup> September 2025.*
- *This form and accompanying documentation are required to be forwarded to the CEO of Surf Life Saving NSW (endorsed or otherwise) by 5:00 pm, Tuesday 23<sup>rd</sup> September 2025.*

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**Calling for Expressions of Interest: SLSNSW Appointed Director Position (Finance Skill Set)**

Surf Life Saving New South Wales (SLSNSW) is calling for expressions of interest for **1 x SLSNSW Appointed Director position for a 3 year term**. The SLSNSW Board will consider candidates at the first Board meeting held after the AGM (scheduled to be held Friday 7<sup>th</sup> November 2025).

In addition to the desired skills sets that enable a Director to effectively perform and undertake their fiduciary and governance responsibilities, the SLSNSW Board is seeking nominees with skills and experience in the following areas:

Interested individuals should have:

- Extensive and current professional experience in accounting or finance fields
- Strong understanding of regulatory environments including the provisions related to the Charities and Not for Profit sector (specifically experience with interpreting ACNC requirements)
- Expertise in financial risk management and governance.
- Exposure to financial investment strategies would be well considered.
- CA or CPA qualified

It is envisioned that the successful nominee will Chair the SLSNSW Finance and Compliance Committee (FACC), be a member of the SLSNSW Investment Advisory Committee (IAC) and work closely with the CEO and CFO to oversee the organisation's financial governance.

The SLSNSW Board Charter is available from Surf Life Saving NSW on request. Please email [pa@surflifesaving.com.au](mailto:pa@surflifesaving.com.au) to obtain a copy.

Individuals submitting an Expression of Interest for the Appointed Director position will be required to complete the following as part of the Expression of Interest process by the stated deadline below:

1. Provide a **Cover Page** supporting their claim for the position clearly addressing the outlined specific skills as stated above for the position (1 x page maximum).
2. Provide a typed copy of their **Resume**, which details their credentials and relevant experience for the position (2-page maximum) to assist the Nominations Committee and SLSNSW Board in their deliberations.
3. Completion of the **Candidate Board Skills Matrix Assessment** which can be accessed at: [https://slnsw.foliogrc.com/contracts/new?contract\\_template=50&token=G4w651DTky1FZxkLHXk](https://slnsw.foliogrc.com/contracts/new?contract_template=50&token=G4w651DTky1FZxkLHXk)

**The Expression of Interest, together with the required accompanying documents, must be forwarded to:**

**Steven Pearce AFSM**  
**Chief Executive Officer**  
**Surf Life Saving NSW**  
**Via Email: [pa@surflifesaving.com.au](mailto:pa@surflifesaving.com.au)**

**by 5:00 pm, on Tuesday, 23<sup>rd</sup> September 2025.**

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