

- Position Description: Accommodation Organiser
- Responsible to: Surf Sports sub committee
- Reports to: Surf Sports Convener
- Functional Relationships: Surf Sports Convener  
Surf Sports Sub Committee  
Senior Committee  
Coaches  
Open, under 16 and under 19 managers
- Responsibilities: Arrange accommodation for all overnight carnivals
- Desirable Attributes:
- Written and oral communication ability
  - Able to manage people effectively
  - Well organised
  - Positive role model

**Statement of Duties**

- Investigate and arrange accommodation for all overnight carnivals
- Allocate accommodation
- Present budget for costs to Surf Sports Sub committee for presentation to Treasurer
- Liaise with competitors and parents regarding above
- Arrange any food requirements connected with overnight carnivals