**SUB-COMMITTEES**

The Port Adelaide Cycling Club is a volunteer run organisation that provides its members with racing, recreation and developmental pathway opportunities in an inclusive environment.

The Committee recognises that establishment of sub-committees will ensure that the interest of its members and potential members can be better realised.

The following sub-committees are being established to assist with implementation of a number of the objectives, goals and initiatives outlined in the Club’s [Strategic Plan 2018-2020](https://www.pacc.org.au/about/strategic-plan).

Three sub-committees are to be established covering the topics of:

* Development
* Competition and Events
* Volunteers, Communications and Social

A summary of the outcomes expected from each sub-committee is outlined in the Appendices attached to this document.

Copies of the full Terms of Reference for each sub-committee are available on the [Governing Documents](https://www.pacc.org.au/about/governing-documents) page at pacc.org.au

**RIDE LEADERS**

The Club seeks volunteer Rider Leaders so that it can provide Club Rides for its members and potential members on a regular basis. Club rides for road and cyclo cross on weekends or on weeknights will be scheduled based on volunteer availability. A calendar will be developed in advance so that you can commit to lead as many or as few as your time permits.

The role of the Ride Leader is to support and welcome new riders and assist with adherence to road and riding rules and therefore the safety and enjoyment by all riders, regardless of their riding ability or experience.

Further information on our club rides is available as Appendix 4 to this document, and it is expected that a guide for Ride Leaders will be developed in the near future.

Volunteers are always needed to share the role of Ride Leader, please speak to a committee member if you are interested in helping out.

**ARE YOU INTERESTED?**

Please fill in the attached form following and email to the Committee to committee@pacc.org.au

We are not restricting numbers on sub-committees – and hope to attract a pool of skilled members to assist in progressing the club further.

Due Date: 31 March 2019

# C:\Users\hollamby\Desktop\Cycling docs\PACC Logo.pngPORT ADELAIDE CYCLING CLUB

# expressionS of interest

Name:

Membership No: CA:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ MTBA

Email

Mobile:

I wish to register my interest for:

* Membership of Development Sub-Committee
* Membership of Competition and Events Sub-Committee
* Membership of Volunteers, Communication and Social Sub-Committee

List any skills, qualifications or supporting information that may be relevant to your application

|  |
| --- |
|  |

* I agree to adhere to the Club’s Mission and uphold its values.

Please complete this page and return to committee@pacc.org.au

If you require further information, please do not hesitate to talk to one of the [Committee](https://www.pacc.org.au/about/committee), or email us.

Appendix 1 - Development Sub-Committee

|  |  |
| --- | --- |
| **Objective** | **Initiative** |
| Implement a program to support Club Coaches in their development to support emerging athletes to achieve success. | * Develop a program for members to undertake training to become Coaches.
* Provide Opportunities for Coaches to develop their skills and ensure that they are engaged and active.
 |
| Provide pathways for recreational riders to progress to competitive racers. | * Creation of a schedule for training to cater for different abilities and disciplines.
* Provide members with opportunities for team events under the PACC banner and offer incentives such as subsidised entries.
 |
| Ensure full utilisation of Hanson Reserve Velodrome once available for use. | * Focus on track to create initial groundswell / interest for new and existing members.
* Training program established for Hanson Reserve to include all ages and abilities, and use of road bikes for new riders.
 |
| Provide cycling specific information to members and riders. | * Develop a series of written guides on how to start cycling – fees, bike usage, etiquette, terminology, expectations, training, safety.
* Make available information regarding rules and racing procedures.
 |
| Junior athlete development | * Capitalise on the success of Junior Dirt Skills and CX Dirt Skills to encourage development of riders across all disciplines.
* Targeted engagement to 16-23 year olds to ensure continued engagement with the sport
 |
| Development of Coaches to ensure they are engaged and that their skills are available to, and utilised by members. | * Identify current and potential Coaches and assess current skills gaps
* Work with CSA on more flexible training methods to upskill Coaches.
* Provide active Coaches with development opportunities to ensure they are supported for ongoing development.
 |
| Ensure that Commissaires are engaged, informed and actively involved in events. | * Provide active Commissaires with development opportunities to ensure they are supported for ongoing development.
 |

Appendix 2 – Competition and Events Sub-Committee

|  |  |
| --- | --- |
| **Objective** | **Initiative** |
| Ensure full utilisation of Hanson Reserve Velodrome once available for use. | * Racing program developed for track
 |
| Exploration of new venues for existing races. | * Holding of Cyclo Cross races at new venues.
* Explore opportunities for hosting crits in Semaphore or other areas of Port Adelaide.
* Utilisation of existing resources for road races with assistance from CSA or other Clubs.
 |
| Establishment of Club Championships | * Introduction of Club Championships by using existing or new events (e.g. State CX Champs).
* Using a time trial as a prologue for a road race.
 |
| Provision of a better Race Day experience for riders and spectators | * Greater promotion of results.pacc.org.au
 |
| Develop volunteers to ensure a participation pathway can be implemented. | * Identify those who have the formal training and experience to run events as identified on the annual calendar.
* Provide ongoing training to ensure event volunteers are appropriately qualified.
* Formally appoint people to event roles.
 |
| Trained and knowledgeable volunteers available at all events | * Event specific training provided to new volunteers.
 |
| Ensure that Commissaires are engaged, informed and actively involved in events. | * Identify the required number of Commissaires required in line with the annual calendar.
 |

Appendix 3 – Volunteers, Communications and Social Sub-Committee

|  |  |
| --- | --- |
| **Objective** | **Initiative** |
| Implement measures to ensure greater communication and engagement with members. | * Development of a Welcome Pack for new members providing information on the Committee, events, training and social rides, social media contacts etc.
 |
| Establishment of Social Calendar for Members | * Hold a number of social events for members – e.g. fund raisers, quiz nights.
* Annual Awards night for members.
 |
| Update and review the website so that it provides accurate and timely information to all members, stakeholders and the cycling community. | * Redevelop the Club website so it is up to date and has relevant information with regular newsletters being sent to all members.
* Publication of calendar of events (including racing, training, social events and volunteer roster). *This will be done in consultation with the Events and Development Sub-Committees.*
* Develop a Committee highlights and good news story on a regular basis for the website and newsletter.
 |
| Trained and knowledgeable volunteers available at all events. | * Volunteer roles defined and documented and available to members.
 |
| Retention of existing and encouraging new volunteers to assist the Club. | * Develop and implement a range of ways to recognise our volunteers on a regular basis.
* Development of a roster system to reduce volunteer burnout and ensure greater understanding of event roles across membership base.
 |
| Recognise and utilise Club champions and role models to inspire athletes, Coaches and Commissaires | * Celebrate Club champions and role models on a regular basis.
* Promote the achievements of members regularly through newsletters and online.
* Utilise Club role models to inspire others to be involved and engaged with the Club and the cycling community.
 |