

**Sub Committee Application Form**

Year applying for: 20 \_ \_

Name:

Address:

Email:

Phone/Mobile:

Occupation:

# TYPICAL DUTIES OF COMMITTEE MEMBERS

* Actively participate in relevant committee discussions
* Actively organise canteen for relevant events (including purchase of necessary food/drink items; set up and running of the canteen)
* Attend all, or most, events that require canteen facilities
* Communicate with other committee members and club members
* Be well informed of all relevant club activities.
* Maintain all records efficiently and effectively.
* Manage and supervise others where required.
* Maintain confidentiality on relevant matters.
* Be positive and helpful with all involved with the club.
* Hold a Food Safety Handling Certificate (this can be obtained online through the Logan CityCouncil)

Information about you…

What skills or knowledge do you bring to the volunteer position you are interested in?

1. Are you an EA qualified equestrian coach or judge:
2. Do you have any Equestrian event organisation experience:
3. Do you have any Event Management (non-equestrian) skills:
4. Do you have any Financial Management skills:
5. Do you have any Administrative skills:
6. Do you have any Business Management skills:
7. What is your past/present Volunteering experience?
8. Do you have any Food preparation/canteen skills and or certificates:
9. What are your Computing skills:
10. Do you have any Marketing and Sponsorship skills:
11. Do you have a Blue Card:
12. Do you have any Medical/Nursing skills:
13. Please provide any further information here:
14. What us your availability to help:

*\*Please make sure to answer all questions. We cannot submit your application to Management for voting if form is incomplete.*

Even if you think you don’t have the skills to volunteer or are concerned you may not be able to do the job, we would still love to hear from you. We provide full training and you will always have back up and support from other members.

Please email completed application to: secretary.cgdrc@gmail.com