**CLUB CAPTAIN POLICY**

**Background**

Within four (4) weeks of the start of each Aspley Little Athletics season, the Management Committee of Aspley Little Athletics Centre (ALAC) will endorse the appointment of the Club Captain(s). The Club Captain(s) is/are an important member of ALAC and is/are expected to lead by example, be a positive role model for all athletes of ALAC, and will actively encourage other athletes to be their best.

**Eligibility and Attributes**

To be eligible, the nominee must:

* Be within the age groups of Under 15 to Under 17
* Have been a member of ALAC for a minimum of two (2) years

**Note**: Preference will be given to new applicants

Awarding of this title remains at the absolute discretion of the ALAC Management Committee from year to year. A Club Captain may hold the title for more than one year, however it is required that they are nominated and receive subsequent endorsement each and every year. There will be up to a maximum of three (3) Club Captains per season. At the ALAC Management Committee’s discretion, the number of Club Captains may be increased.

The endorsement of an ALAC athlete as a Club Captain, must consider the following attributes:

* The athlete must show respect for fellow athletes, parents/carers, Committee and coaches.
* The athlete must be a role model for younger athletes.
* The athlete must have shown the ability and skills to be an ambassador for ALAC’s Code of Conduct.
* The athlete must be approachable, reliable and trustworthy with high expectations of themselves and others.
* The athlete must demonstrate leadership abilities on and off the field.

The ALAC Management Committee has the right to revoke an athlete’s appointment as Club Captain if their behaviour is not consistent with ALAC’s expected standards and Code of Conduct.

**Roles and Responsibilities of the Club Captains**

The Club Captain(s) will be expected to show a strong commitment to ALAC and its members.

It is expected that they will:

* Commit to an 80% attendance rate at weekly competition meets.
* Assist at the weekly Centre competition meets with announcements and presentation of awards.
* Be willing to attend and represent ALAC at Regional Relays, Regional Championships and State Championships.
* Present a speech at the end of season Trophy and Awards Presentation day.
* Assist the ALAC Management Committee as requested.

**Selection Process**

The following process has been adopted by ALAC Management Committee as the approved process for the selection and awarding of ALAC Club Captain(s).

1. Call for nominations
2. Nominations received
3. Evaluation of nominations
4. Selection of suitable Captain(s)
5. Club Captain(s) announced

Call for nominations

* Nominations for the position of Club Captains is advertised in week two (2) of the season, usually in the first week of September.
* The call for nominations will be advertised on ALAC social media pages and an email will be distributed to all eligible candidates to notify them of the opportunity and their eligibility.

Nominations received

* A completed application form must be submitted within fourteen days of the advertised date of calling for nominations.

Evaluation of nominations

* ALAC Committee Members or an appropriately appointed sub-committee will review and evaluate the nominations
* Any relevant due diligence is to be completed
* The nominations are voted on and the Captain(s) is/are selected

Selection of suitable Captain(s)

* The selected Captain(s) is/are presented to the ALAC Management Committee for review and final approval.

Club Captain(s) announced

* Upon completion of the evaluation and selection process, the Centre Manager will announce the new Club Captain(s) via ALAC’s social media pages and will present the Club Captain(s) with their Club Captain(s) badge at the beginning of the first weekly centre competition meet.

Note: The final approval of the selected Club Captain(s) will be decided at the first ALAC Committee Meeting after submission and evaluation of all nominations, unless otherwise decided by the ALAC Management Committee.

**Escalation Process**

If a nominee feels that any part of the application process was not fair or equitable, or if any other concerns or issues arise as a result of the application process, please forward your concerns to the following ALAC Committee Member:

ALAC Secretary

Email: [secretary@aspleylittleathletics.com](mailto:secretary@aspleylittleathletics.com)