

QUEENSLAND LACROSSE ASSOCIATION INC MANAGEMENT COMMITTEE SKILLS AUDIT



Areas of skill/expertise	Do we have these skills?	Are skills at a satisfactory level?	Rate priority 1 – urgent 2 – important, but not urgent 3 – can wait	Action Required	Target date?	Who will be responsible?
Example Budgeting	Yes	<i>Not all Management Committee members have adequate skills</i>	<i>2 – important, but other Committee members can carry in short term</i>	<i>Example: Specify requirement for budgeting or financial management skills when recruiting new members. Organise short training session.</i>		
Budgeting						
Chairing						
Employment issues/practice						
Evaluation & monitoring						
Financial management						
Fundraising						

Information technology / communication						
Legal awareness						
Leadership / Mentoring						
Management						
Media						
Minute taking						
Networking & public speaking						
Organising events						
Policy making						
Promotion & marketing						
Strategic/operational planning						

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REVIEW DATE: 27th October 2019

Andre Teuwsen

PRINT NAME:



SIGNATURE: