

Careel Bay Tennis Club

Directors Code of Conduct

It is anticipated that people interested in becoming a Director will be able to commit to the following:

- Support the mission and goals of the Careel Bay Tennis Club and act within the Club's Constitution and by-laws.
- Develop a sound and up-to-date knowledge of the CBTC and its environment, understanding how the tennis club works and the environment within which it operates.
- Demonstrate high levels of integrity by maintaining confidentiality with regard to sensitive issues when dealing with club members and the Committee.
- Strive to avoid any conflict of interest in all dealings and commit to transparency in decision making.
- Maintain proper records and documentation with regard to all dealings and decisions made by the Committee.
- Act in good faith and with care and diligence as a trustee and to protect and foster a friendly, cohesive atmosphere at all levels. This includes a positive relationship with the local council, community users and other tennis clubs.
- Promote friendly competition and sportsmanship.
- Treat everyone with dignity and due respect.
- Be willing to communicate and consult on all matters of general importance with the general membership in a friendly and informative manner. *(see Additional Notes below)
- Represent the club at community events, stakeholder events, and other opportunities.

Additional Notes

The Careel Bay Tennis Club is an all inclusive and welcoming tennis club. The Club is affiliated with Tennis NSW and Tennis Australia. It conforms to the National Policies Document of Tennis Australia. As a registered member of Tennis NSW we must comply with their Code of Conduct. The Careel Bay Tennis Club is also a registered member of the 'Good Sports' program - A program of the Alcohol and Drug Foundation. Good Sports aims to build stronger communities by championing positive change and helping to create family-friendly, thriving clubs.

Information on this can be accessed via the link below.

<https://www.tennis.com.au/about-tennis-australia/reports-and-policies/policies>

For information more relevant to the Careel Bay Tennis Club, Directors should refer to the Constitution and the Club's major governance documents such as the Strategic Plan, Business Development Plan and relevant Procedures Manuals.

* In cases involving major issues involving club members or other community users of the facility, Committee members should work to ensure that proper consultation takes place before any irrevocable actions are taken. After consultation, the committee will communicate its planned course of action via email (where appropriate), notice boards and web site. Where appropriate, consultation should also involve external bodies such as the Northern Beaches Council. (Management will also seek to engage independent professional advice whenever a decision is pending that has the potential to have ongoing legal or moral ramifications)