



**EMERGE
STRONGER**



CLUB DEVELOPMENT SUPPORT PROGRAM

Club Self-Assessment

COVID-19 has presented community sport with a number of unprecedented challenges. When it comes to managing your club during this time, it can be quite overwhelming to know where to start.

The City of Joondalup has put together the top nine questions your club should be asking to ensure you're in a strong position to resume operations when the time comes.

GOVERNANCE

1. What are your obligations under the Associations Incorporations Act?

Read through your constitution to ensure you are following your club's rules for operation (including committee meetings, reporting and AGMs), and ensure you check in regularly with Associations Online for updates.

2. What technology is available to use to help you run your club if you can't meet in person?

Consider online video platforms for meetings (eg. Zoom, Microsoft Teams), document sharing sites (eg. Dropbox, Google Docs) and social media platforms.

FINANCE

3. What is your club's financial position right now?

Assessing where your club is sitting right now can help you to identify savings, ongoing expenses and other commitments.

4. How is your club preparing financially for the next 12 months?

Consider is essential for you to operate, and what measures you would need to put in place to ensure your club is financially sustainable going forward.

MEMBERSHIP

5. What are you doing to keep engaged with your members during this time?

Think about ways you can keep in touch with your members while your club is not operating and seek out resources to keep them engaged (your club's state or national governing body is a good a starting point).

6. Have you reached out to your stakeholders (members, sponsors, governing body) to see how they are going?

Touch base with those essential to your club to see how you can assist each other and clarify expectations about arrangements for the future.

RESUMING OPERATIONS

7. Are you prepared for the resumption of your sport?

Consider the different aspects of your club and what you may need to adjust if there is a shorter season, increased hygiene requirements, or restrictions in place that prevent you operating as you normally would. Think of this as a chance for positive change and an opportunity to make improvements, but remember to check with your relevant sporting body for any requirements and guidelines for a return to sport.

SUPPORT

8. What support is available for your club and your members?

There are a number of grants, support services and information available to assist your club during this time. Visit the City's Emerge Stronger page for some great resources at joondalup.wa.gov.au

9. How can the City help you?

If your club would like some help to answer these questions, or if this has sparked some additional questions for you, please contact the City's Sport and Recreation team on **9400 4252**.