

DISTRIBUTION OF FUNCTIONS - OA, STATES AND CLUBS

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The structure of the governance and management of Orienteering in Australia is in similar to the structure for governing Australia, with a federation, ie Orienteering Australia, State/Territory bodies, ie State/Territory associations, local bodies, ie Clubs. Just as the different levels of government have different functions so also do the different levels of orienteering bodies.

The purpose of this leaflet is to provide guidance on the distribution of functions between the three tiers of Orienteering in Australia. Just as the State governments and local councils have different structures so also do the State/Territory associations and their associated clubs. Guidance in this leaflet is based on a State/Club structure similar to that which exists in Victoria. In some States some (or many) of the functions listed under 'club' are undertaken by State associations. (The principal sources for this leaflet were the operational plans of Orienteering Australia and the VOA, and the annual report and accounts of Yarra Valley OC). Conversely, some regional clubs (particularly those remote from major cities) may take on some State-level functions, and in the Northern Territory, there is no Territory association; the sole club, Top End Orienteers, is affiliated with the Orienteering Association of South Australia.

Functions, which are not specific to any level, (e.g. maintaining adequate financial records) are not included.

	Orienteering Australia	State Associations	Clubs
Administration/ finance	Recipient of federal grants and principal point of contact with ASC Collects payments from states Maintains national insurance policies (public liability, directors and officers liability) Collects national statistical data Raises funds through Aust Sports Foundation Affiliates with IOF and other multi-national organizations (e.g. APOC) Develops member protection policy Provides forum for inter-state communication on issues of concern	Recipient of State/Territory grants Collects individual membership fees (not NSW) and levies from clubs (where applicable) Administers membership records Collects State-based statistical data Obtains State/Territory- and event-specific sponsorship Implements member protection policy with variations as required by State/Territory law Affiliates with State/Territory school sport organizations and other relevant outside bodies	Collects event receipts and pays basic event costs Recipient of some local grants (in some States/Territories) Administers club membership records

	Obtains national sponsors Affiliates with School Sport Australia and other relevant outside bodies		
Event organisation	Arranges bids for international events Arranges national fixtures (including allocation of national events to states) Arranges National Orienteering League program	Arranges State/Territory level fixtures and finds event organizers Maintains liaison with land managers (also done by clubs) Implements policies on healthy environments, health and safety, environment etc. at events Organises NOL events (in conjunction with clubs)	Organises events on the day Maintains basic event equipment
Technical	Sets competition rules as standard for national events and basis for local rules Implements IOF mapping standards within Australia Maintains controller accreditation scheme Runs Level 3 controller and IOF event adviser courses	Sets local rules for State/Territory-level events Arranges mapping program and identifies suitable areas for events (in conjunction with clubs) Runs Level 1 and 2 controller accreditation courses Appoints controllers for events	Implements relevant competition rules at events Arranges making of maps
High performance + competition	Manages national high performance program, including national senior and junior teams and squads Selects national teams Maintains national anti-doping policy Manages badge scheme Maintains national ranking lists Maintains National Training Centre program Arranges national awards (e.g. Athlete of Year)	Manages State/Territory-level teams and squads (NOL teams, State/Territory junior squads etc.) Arranges State/Territory-level awards Arranges State/Territory-level athlete development Arranges local talent identification programs Selects State/Territory teams	Selects club teams (where applicable)

Orienteering Australia**Operational Manual**

		Affiliates with local sport academies/institutes (not in all States/Territories)	
Coaching	Maintains national accreditation scheme Organises sport-specific component of Level 2 and 3 courses Appoints coaches for national teams and squads	Organises level 1 coaching courses Arranges for coaching opportunities at State/Territory level (e.g. through State/Territory squads)	Organises club-level coaching and coaching at events (particularly at introductory level)
Promotion and communications	Publishes national magazine Arranges media liaison with respect to national teams, elite athletes and national competitions Issues national e-bulletins Produces national promotional material Maintains national website	Organises programs for schools and other outside groups, and local development projects Arranges local promotion and publicity and media liaison Produces local promotional material Organises regional-level recruitment programs (e.g. CATI events) Publishes State/Territory newsletter Issues State/Territory e-bulletins Maintains State/Territory website Submits results to local media for publications	Recruits on local scale Maintains club website Publishes club newsletters and maintains club e-mail and other contacts lists
Information Technology	Assists in setting standards for equipment, and sharing information	Maintains SI equipment and other event management software	
Miscellaneous	Arranges uniforms for national teams	Arranges uniforms for State/Territory teams Facilitates sharing of major items of equipment between clubs	Organises social functions for club members Arranges club uniforms and other clothing