

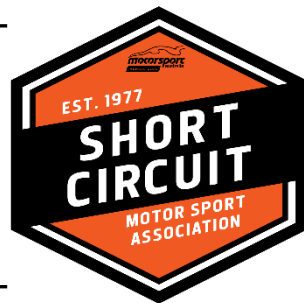
# SHORT CIRCUIT MOTOR SPORT ASSOCIATION INC

*Servicing motorsport in Queensland since 1977*

---

President: Moss Lane  
Vice-President: Dan O'Mara  
Secretary: Charlotte Kelly  
Treasurer: Cassie Lepp  
ABN 52 502 752 630  
www.scmsa.com.au

---



---

PO Box 2456  
Toowoomba Qld 4350  
Mobile: 0494 081 612  
secretary@scmsa.com.au

---

## **Role Description: Motorsport Australia Delegate - Short Circuit Motor Sport Association Inc.**

### **Purpose of the Role**

The Motorsport Australia Delegate is the official representative of Motorsport Australia at events organised by the Short Circuit Motor Sport Association Inc. This role involves ensuring compliance with Motorsport Australia regulations, addressing safety and operational concerns, and providing guidance to event officials. The Delegate collaborates closely with the Compliance Coordinator and other key officials to promote the smooth and safe execution of the event.

### **Key Responsibilities**

#### **1. Compliance Oversight**

- a. Ensure the event adheres to all Motorsport Australia regulations, policies, and safety standards.
- b. Monitor event activities to identify and address any potential breaches of compliance.
- c. Review the implementation of safety protocols and provide recommendations where necessary.

#### **2. Collaboration with Officials**

Page 1 of 4

#### **Clubs affiliated with SCMSA**

Downs Motorsport Club - Lotus Club of Qld  
Ipswich West Moreton Auto Club  
Tamworth Sporting Car Club - Millmerran Auto Club



Funded by



Gambling

**Community Benefit Fund**

Queensland Government

- a. Work closely with the Compliance Coordinator to address any compliance-related concerns during the event.
- b. Liaise with the Clerk of the Course, Event Secretary, and Scrutineers to ensure regulations are understood and upheld.
- c. Provide guidance and clarification on Motorsport Australia rules as needed.

### **3. Incident Management**

- a. Assist in the resolution of disputes, incidents, or protests raised during the event.
- b. Provide input to the Stewards or Clerk of the Course regarding significant compliance or safety issues.

### **4. Pre-Event Responsibilities**

- a. Review event documentation, including Supplementary Regulations, safety plans, and risk assessments, to ensure compliance before the event begins.
- b. Attend the **pre-event toolbox talk** to address compliance expectations and align with the event team.

### **5. During the Event**

- a. Observe and assess event operations, ensuring that Motorsport Australia's regulations are effectively implemented.
- b. Provide real-time advice to officials to address compliance or operational challenges.
- c. Maintain clear communication with the Compliance Coordinator to monitor and resolve any issues that arise.

### **6. Post-Event Duties**

Page 2 of 4

#### **Clubs affiliated with SCMSA**

Downs Motorsport Club - Lotus Club of Qld  
Ipswich West Moreton Auto Club  
Tamworth Sporting Car Club - Millmerran Auto Club



Funded by



Gambling

**Community Benefit Fund**

Queensland Government

- a. Participate in the post-event toolbox talk to provide feedback on event compliance and suggest improvements for future events.
- b. Submit a detailed report to Motorsport Australia, highlighting successes, areas of concern, and recommendations for improvement.

### Key Qualities and Knowledge

- **Comprehensive Knowledge:** Strong understanding of Motorsport Australia's regulations, safety standards, and event policies.
- **Communication Skills:** Ability to clearly convey compliance requirements and collaborate effectively with event officials.
- **Problem-Solving:** Quick and fair resolution of compliance or safety concerns.
- **Leadership:** Ability to guide and support event officials while maintaining a neutral and authoritative stance.
- **Professionalism:** Commitment to impartiality and maintaining the integrity of the event.

### Key Behaviours

- Demonstrate fairness, respect, and professionalism in all interactions.
- Be proactive in identifying compliance or safety concerns and addressing them constructively.
- Maintain confidentiality regarding event operations and compliance matters.
- Foster a positive working relations with the Compliance Coordinator and other officials.

### Relationship with Other Officials

- **Compliance Coordinator:** Collaborate closely to address and resolve compliance-related issues.
- **Clerk of the Course:** Provide oversight and input on operational and regulatory matters.

Page 3 of 4

#### Clubs affiliated with SCMSA

Downs Motorsport Club - Lotus Club of Qld  
Ipswich West Moreton Auto Club  
Tamworth Sporting Car Club - Millmerran Auto Club



Funded by



Gambling

**Community Benefit Fund**

Queensland Government

- **Event Secretary:** Ensure all documentation aligns with Motorsport Australia's requirements.
- **Scrutineer:** Support vehicle compliance and safety inspections.

Page 4 of 4

**Clubs affiliated with SCMSA**

Downs Motorsport Club - Lotus Club of Qld  
Ipswich West Moreton Auto Club  
Tamworth Sporting Car Club - Millmerran Auto Club

