

Gliding Australia Club Health Check

This simplified Gliding Australia Club Health Check has been designed to support club committees in identifying areas of the club which may need attention to maximise member participation and enjoyment as well as club sustainability. The Committee should review each area with a simple rating system and provide focus to any areas of the club that identify as red or orange flags.



GOVERNANCE	Responses
Does your club have a full committee as per your constitution?	
Does your club have key roles in the club filled by volunteers?	
Has your club reviewed your club constitution in the last two years?	
Has your club reviewed any by-laws, policies and/or sets of rules separate to your constitution in the last two years?	
Does your club committee upskill in state legislation or changes in policies throughout the year?	
Does your club committee review its governance and compliance risks each year?	
Has your club completed a review of club assets in the past 12 months?	
Are your club policies and procedures communicated to your membership? (website, induction/welcome pack)	
If you would like to review your Club Governance Profile in more depth - refer and complete the Governance Checklist	
CLUB COMMITTEE	Responses
Do you have diversity (eg. age, gender, skill) on your committee?	
Does your club have position descriptions for key roles in the club?	
Does your club have a induction package for new committee members?	
Does your club have a formal handover procedure to support incoming committee members?	
Has your club committee been made aware of their legal obligations in undertaking their role?	
Has your club committee been inducted with your latest club constitution, by-laws and state legislation?	

Does your club committee refer to club rules at meetings when making decisions?	
Does your club provide a financial briefing to all new committee members?	
Is your club committee aware of the GA Member Protection Policy?	
Does your club have a succession plan strategy for future committee personnel?	
Has your club created assistants to key positions in the club?	
If you would like to review your Club Committee Profile in more depth - refer and complete the Committee Checklist	

STRATEGIC	Responses
Does your club understand what its purpose is?	
Does your club know key challenges, risks and emerging issues for the club/sport?	
Does your club have a strategic plan that has been updated in the last two years?	
Does your club survey or consult members when preparing/reviewing your strategic plan?	
Does your club use your strategic plan to guide committee decisions?	
Does your club measure its performance against your strategic plan several times a year?	
Does your club have an implementation plan for the strategic plan?	
Does your strategic plan consider non operational aspects such as:	
Membership	
Social	
Communication	
Financial/Revenue	
Facilities	
Does your club have a formal handover procedure to support incoming personnel on strategic matters?	
If you would like to review your Clubs Strategic Profile in more depth - refer and complete the Strategic Checklist	

FINANCES	Responses
Has your club identified finances/revenue in your strategic plan?	
Is your committee aware of your clubs current financial landscape?	
Does your club have a annual budget?	
Does your club have a monthly cash flow expenditure and income sheet?	
Does your club annually allocate funds for specific areas of your club?	
Does your club forecast yearly expenditure?	
Is your committee provided financial updates at every committee meeting?	
Does your club consider financial status in decision making?	
Does your club use an accounting system for finances?	
Does your club have financial controls to reduce risk? (cash handling, delegations, monthly reconciliations)	
Has your club updated any club signatories?	
Has your club confirmed all club credit cards are with appropriate personnel and still relevant?	
Does your club have revenue opportunities beyond AEF's?	
Does your club have a debenture scheme?	
Is your club on track to repay its financial assistance?	
Does your club have a specific person looking after grants?	
Does your club apply for Grants?	
If you would like to review your Clubs Financial Profile in more depth - refer and complete the Financial Checklist	

MEMBERSHIP	Responses
Has your club identified membership in your strategic plan?	
Does your club have a Membership Officer?	
Does your club actively encourage membership growth in your club?	
Does your club have female participation?	
Does your club actively promote female participation?	
Does your club have youth participation?	
Does your club actively promote youth participation?	
Does your club have any Veterans Membership?	

Is your club associated with any Veterans Organisations?	
Does your club organise any social activities beyond flying for your membership? (not presentations or gliding events)	
Is your club inclusive of partners and families?	
Does your club hold any social activities for partners and families?	
Do you have non flying membership in your club?	
Do you accommodate social flying in your club?	
Do you accommodate Cross Country or Wave Flying in your club?	
Are all levels of flying recognised during flying weekends/presentations?	
If you would like to review your Clubs Membership Profile in more depth - refer and complete the Membership Checklist	

CULTURE/VOLUNTEERING	Responses
Has your club identified culture/volunteering in your strategic plan?	
Has your club defined the type of culture it would like to be recognised as?	
Does your club have an active membership who contribute to the volunteering roles in your club?	
Does your club have an active membership who contribute to the key positions in your club?	
Is your club a welcoming club to new members?	
Does your club have personality cliques which can be discouraging to other club members?	
Do your leadership positions communicate with all members of the club?	
Do you have an avenue for feedback from members?	
Does your club have a volunteer recognition plan or annual awards night?	
Does your club engage and fly with other clubs for events, camps or competitions?	
Do you have an instructor recognition plan?	
If you would like to review your Clubs Culture Profile in more depth - refer and complete the Culture Checklist	

FACILITIES	Responses
Has your club identified facility development in your strategic plan?	
Does your club have a facility Development Plan? (separate to strategic plan)	
Does your club have a clubhouse?	
Does your clubhouse need development?	
Does your club have suitable showers/toilet facilities?	
Does your club have female friendly showers/toilet facilities?	
Does your club have suitable bunkhouse and/or accomodation?	
Does your club have suitable hangar space?	
Does your hangar have concrete floors?	
Does your club have a suitable permanent or moveable pie cart?	
Does your club have temporary or permanent sun shelter?	
Does your club have suitable grass cutting equipment?	
Does your club have a suitable workshop?	
Does your workshop have concrete floors?	
Does your workshop have suitable space for tools and equipment?	
Does your club have a social space? (firepit, recreation room, BBQ area)	
If you would like to review your Club Facilities Profile in more depth - refer and complete the Facilities Checklist	

FLEET	Responses
Has your club identified fleet requirements in your strategic plan?	
Has your CFI advised of any fleet adjustments/upgrades?	
Has your club requested feedback from your membership on potential fleet upgrades?	
Does your fleet meet your training requirements?	
Does your fleet meet your cross country/alpine training requirements?	
Does your fleet meet your high performance requirements?	
Does your club have surplus funds for tug/winch repairs?	
Does your club have suitable number of tug pilots/winch operators?	
If you would like to review your Club Fleet Profile in more depth - refer and complete the Fleet Checklist	
INSTRUCTORS	Responses
Has your club identified instructors in your strategic plan?	
Does your club have enough Instructors to meet the needs of your club?	
Do you have enough AEFInstructors?	
Do you have enough Lv1 Instructors?	
Do you have enough or access to Lv2 and Lv3 Instructors?	
Do you have an instructor engagement strategy?	
Do you have an instructor recognition plan?	
Is there a good understanding of the time and commitment required to train and maintain a reliable volunteer cohort of instructors to suit the clubs strategic plan?	
Do the instructors and general membership understand the expectations of new members learning to fly?	
Is your club CFI or delegate active in the management decisions within the club?	
Are instructors involved in the development of your club's strategic plan?	
If you would like to review your Club Instructors Profile in more depth - refer and complete the Instructor Checklist	

AIRWORTHINESS	Responses
Has your club identified airworthiness in your strategic plan?	
Does your club have enough AO's to meet club needs?	
Does your club promote the AO pathway?	
Does your club encourage AO's to reach out to assist other clubs?	
If you would like to review your Club Airworthiness Profile in more depth - refer and complete the Airworthiness Checklist	

COMMUNICATION/TECHNOLOGIES	Responses
Has your club identified communication in your strategic plan?	
Has your club engaged members on the best forms of communication within the club?	
Does your club have a club newsletter?	
Does your club advertise social events?	
Does your club advertise gliding pathways?	
Does your club use updated technologies for glider/flight bookings?	
Does your club use updated technologies for instructor bookings?	
Does your club use updated technologies for flight recording?	
Does your club use updated technologies for flight account payments?	
Does your club have a shop for merchandise on your website?	
If you would like to review your Club Communication Profile in more depth - refer and complete the Communications Checklist	

MARKETING AND PROMOTION	Response
Does your club have volunteers dedicated to marketing the club?	
Does your club have a website ?	
Does your club use Facebook?	
Does your club use Instagram?	
Does your club advertise Air Experience Flights?	
Does your club advertise Membership?	
Does your club attend community events?	
Does your club advertise through Tourism Information Centres?	
Does your club use GA Marketing Collateral?	
Does your club use marketing materials such as waterbottles, bumper stickers, tshirts?	
Does your club advertise to local Universities?	
Does your club advertise to local schools?	
Does your club have a relationship with Veterans groups?	
Does your club have a relationship with Mens Sheds or community groups?	
If you would like to review your Club Marketing Profile in more depth - refer and complete the Marketing Checklist	

Thank you for completing the Gliding Australia Club Health Check - for assistance on your orange and red areas please contact Amanda VanderWal on 0414 712 973 for further support.