

Surf Life Saving Tasmania Person Description	
Position Summary	
Position Title	Lifeguard & Instructor Supervisor
Position Category	Casual Part-Time Full Time (Weekdays) Volunteer (Falls, MONA, Starfish Nippers etc)
Areas of Operation	Training & Community Programs
Location	Statewide <i>1 x North West</i> <i>1 x North East</i> <i>2 x South</i>
Reporting/ Responsible To	SLST Training & Community Programs Manager
Appointed By:	SLST Training & Community Programs Manager
General Position Description	<p>Supervise Lifeguards and Instructors responsible for daily water safety requirements at the patrolled location and/ providing educational experiences through community programs and scheduled activities.</p> <p>Responsible for the general logistics (in consultation with State Office), risk management of a service/ program, whilst ensuring the standard operating procedures and instructing methods and techniques are consistently applied at all times in a professional, enthusiastic and safe manner.</p>
End Date/ Review Date:	Annually by SLST
Key Responsibilities	
Program/ Service Delivery:	<ul style="list-style-type: none"> • Team Lead the delivery of the Lifeguard duties and education programs as required
Communication	<ul style="list-style-type: none"> • Communication of daily delegations, specific instructions and updates to the lifeguards and/ instructors • Communicate confidently, courteously, professionally and regularly with peers, participants/ water users and teachers/ coordinators. • Periodically provide availability as requested and communicate with Training & Community Programs Manager regarding program feedback and organisation • Assist Lifeguards/ Instructors in your team to find a replacement for any rostered shift that cannot be attended. • Provide feedback on equipment, opportunities to improve and any concerns on programs.

	<ul style="list-style-type: none"> • Appropriate use of public media, as per policies and procedures
Support	<ul style="list-style-type: none"> • Provide direction to colleagues and support to teachers/ coordinators and participants during education programs and water safety (as required)
Professional Development	<ul style="list-style-type: none"> • Participate in Lifeguard Induction Workshop and/ additional training as required • Be responsible for maintaining relevant qualifications as specified as pre-requisites by SLST
Administration	<ul style="list-style-type: none"> • Responsible for providing all relevant paperwork in a timely and accurate manner, within SLST requirements
Meetings	<ul style="list-style-type: none"> • Attendance at relevant meeting as required
OH&S	<ul style="list-style-type: none"> • Ensure that relevant water safety ratios are followed on programs/ bookings dictated by the client, e.g. DoE adhere to DoE Guideline for Off Campus Activities • Ensure behaviour on programs/ bookings is conducted inline within the risk assessment methodologies inclusive of OH&S and Emergency Procedures • Report all incidents, near misses or potential hazards to the Program/ Booking Lead Contact and/ Lifesaving & Services Manager in like SLST OH&S procedures
Key Competencies	
Essential Competencies	<ul style="list-style-type: none"> • Shall have had a membership with an affiliated SLSC • Good time management and organisational skills • Self motivated – ability to work unsupervised • Ability to work under pressure • Excellent knowledge of SLSA and SLST Education, Resources and Services • Ability to assess risk and adhere to SLSA policy and procedures • Shall have a proven knowledge and ability related to lifeguarding, especially in relation to quality, consistency and best practice • Ability and experience to direct a team of staff and work within a diverse team of individuals • Excellent interpersonal and communication skills with a range of stakeholders • Approachable with a positive manner • Flexibility with working hours and locations • Current SLSA Bronze Medallion • Current SLSA Advanced Resuscitation Certificate (HLTAID0007) • Current SLSA Provide First Aid (HLTAID003) • Working with Vulnerable Persons Check
Physical Competencies	<p>Lifeguards are also required to be able to successfully complete the following ALS Lifeguard Assessment requirements:</p> <ul style="list-style-type: none"> • Swim 800 meters continuously within 14 minutes in a swimming pool of not less than 25m

	<ul style="list-style-type: none"> • Perform surf skill and fitness test: 400m swim, 800m run, 400m board paddle and 800m run within 25 minutes • Perform complex patient rescue and support aided and unaided by equipment
Desirable Competencies	<ul style="list-style-type: none"> • Driving License • Experience as a volunteer in lifesaving and/ sport development • Ability to travel to regional areas as required on occasion