



**POSITIONS VACANT**  
**Lifeguard (Seasonal / Casual)**

The Australian Lifeguard Service (ALS) NSW is a division of Surf Life Saving, providing Lifeguarding Services to local government, private corporations and the community. The ALS NSW is the largest provider of professional lifeguards in Australia.

We are currently seeking motivated Lifeguards with exceptional technical and public relations skills to provide professional Lifeguard services across various NSW beach locations.

The successful candidates will report to the Team Leader / Supervisor and must be highly motivated, well presented, hard working and have a strong understanding of Surf Lifesaving, particularly Lifeguarding. All successful candidates must also have the relevant SLSA awards and successfully complete the Lifeguard Fitness Assessment. Weekend or public holiday work may be required. Please refer to our website for the position description [www.australianlifeguards.com.au](http://www.australianlifeguards.com.au).

Full further information please contact **Shane Knight** or **Andrew McIvor** on **02 9984 7188** or via e-mail [info@australianlifeguards.com.au](mailto:info@australianlifeguards.com.au).

**APPLICATIONS CLOSE FRIDAY 6<sup>TH</sup> AUGUST, 2010**

To apply please complete application online:  
[www.australianlifeguards.com.au](http://www.australianlifeguards.com.au)

or send completed application forms to:

Australian Lifeguard Service  
P.O. Box 430  
Narrabeen NSW 2101

## Position Description

| Position             | Work Location                               | Position Description Completed |
|----------------------|---|--------------------------------|
| Lifeguard (Casual)   | Various beaches in the Port Stephens Region | June 2010                      |
| Reports To:          | Direct Reports:                             | Department                     |
| Lifeguard Supervisor | Nil   | Lifeguard Operations           |

### PURPOSE STATEMENT

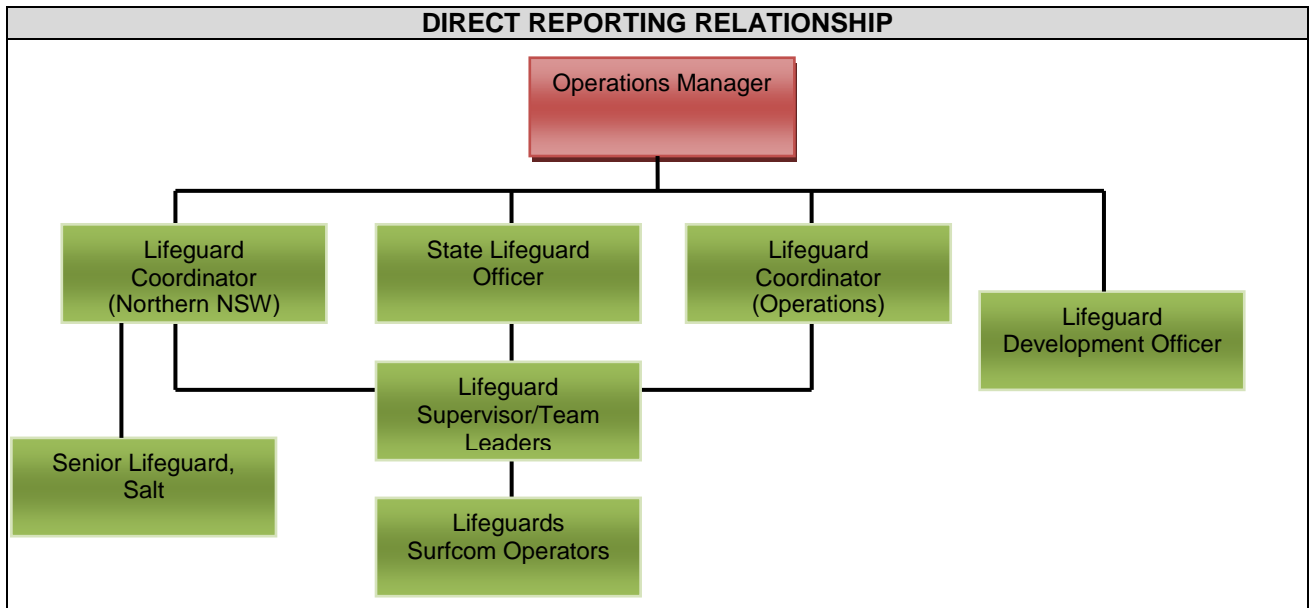
The Lifeguard shall be responsible for the beach environment under their control. They shall take all measures necessary to prevent loss of life by drowning and/or injury to the public.

### OTHER RELEVANT INFORMATION

The casual Lifeguard position is on a shift by shift basis and runs throughout the Spring, Summer and Autumn school holiday period. Seasonal Positions will run from September to April.

### SELECTION CRITERIA

| Essential  | Desirable  |
|--|--|
| <ul style="list-style-type: none"> <li>• Relevant SLSA Awards including (current):               <ul style="list-style-type: none"> <li>○ Bronze Medallion/Cert II</li> <li>○ Advanced Resuscitation Techniques Certificate</li> <li>○ Senior (Apply) First Aid Certificate</li> <li>○ Spinal Management</li> <li>○ Silver Medallion – Basic Beach Management.</li> </ul> </li> <li>• The completion of Lifeguard Fitness Assessments.</li> <li>• Experience and technical knowledge of surf lifesaving and / or lifeguarding</li> <li>• Well developed interpersonal skills.</li> <li>• A proven ability in determining priorities, making sound judgements and the ability to respond appropriately when under pressure.</li> <li>• A demonstrated commitment to ethical practices, OH&amp;S, EEO and anti-discrimination.</li> <li>• A current Motor Car Drivers Licence.</li> <li>• Ability to work flexible hours, including weekends and Public Holidays.</li> </ul> | <ul style="list-style-type: none"> <li>• Current Inflatable Rescue Boat or RWC Driver's Certificate issued by Surf Life Saving NSW.</li> <li>• SLSA Silver Medallion – Advanced Emergency Care and SLSA Silver Medallion – Basic Beach Management.</li> <li>• Demonstrate an ability to operate SLSNSW radio network.</li> <li>• Working knowledge of the Occupational Health &amp; Safety Act as they relate to this position.</li> <li>• Working knowledge of the Local Government Act 1993 and local laws, relating to this position.</li> <li>• An understanding of surf lifesaving procedures, practices and policies.</li> </ul> |



| <b>CORE RESPONSIBILITIES (ALL STAFF)</b> |   |
|--|---|
| <b>Accountabilities</b>                  | <b>Key Performance Indicators (KPI's)</b>   |
| Occupational Health and Safety           | <ul style="list-style-type: none"> <li>• Demonstrates action taken in identifying hazards, assessing risk, and reporting incidents</li> <li>• Demonstrates duty of care</li> <li>• Reasonably complies with OH&amp;S guidelines</li> <li>• Is fully aware of ALS / SLSNSW's safety plans and expectations, and actively participates and contributes</li> <li>• Participates in the ongoing improvement of the ALS / SLSNSW OH&amp;S plan and visibly and constantly supports its implementation.</li> </ul>  |
| Organisational Culture                   | <ul style="list-style-type: none"> <li>• Promotes and encourages personal growth and effective communication.</li> <li>• Understands and supports policies and procedures of the organisation as defined in the ALS Employee Handbook.</li> <li>• Continually contributes to and supports volunteers &amp; staff, including Board of Directors, Branches, Clubs &amp; Members.</li> </ul>   |
| Leadership/Teamwork                      | <ul style="list-style-type: none"> <li>• Supports the decisions of SLSNSW Board of Directors and ALS and SLSNSW Management</li> <li>• Displays willingness to assist others, shares knowledge openly, cooperates and supports the department.</li> <li>• Receptive and open to feedback</li> <li>• Maintains a positive and constructive attitude that promotes confidence in those around them.</li> <li>• Contributes to staff meetings and promotes the exchange of information throughout the organisation.</li> <li>• Regularly meets with Manager to discuss performance, plans and current issues</li> </ul> |
| Continuous Improvement                   | <ul style="list-style-type: none"> <li>• Exercises initiative in making improvements to work processes and outcomes.</li> <li>• Always searches for better ways and strives for best practice.</li> <li>• Actively seeks new ideas and improvement.</li> <li>• Embraces and adapts to change.</li> </ul>  |

| <b>ROLE SPECIFIC RESPONSIBILITIES</b>  |   |
|--|---|
| <b>Accountabilities</b>  | <b>Key Performance Indicators (KPI's)</b>   |
| <ul style="list-style-type: none"> <li>• Be capable of fulfilling the Australian Lifeguard Service Fitness Assessment at any given time.</li> <li>• Maintain a level of proficiency in Life Saving Skills including Bronze Medallion, Advanced Resuscitation and Senior First Aid.</li> <li>• Patrolling, safety, enforcement and rescue functions are carried out in the most efficient, appropriate and proactive manner in accordance with relevant regulations and guidelines and procedures endorsed and implemented by the Australian Lifeguard Service.</li> <li>• Take active steps to ensure the beach environment in the patrol area is kept clean. This includes collection of litter or informing council of hazardous litter problems.</li> <li>• All equipment must be placed in the correct location at commencement of duty. This equipment must be checked daily for wear, tear and damage. Any deficiency is to be reported to the Lifeguard Supervisor immediately.</li> <li>• Take an active role educating the public on beach safety through informal with beach-users or formal presentation to groups at the beach. During any such presentation lifesaving services are not to be compromised.</li> <li>• Maintain good public relations and maintenance of the Lifeguard Service "image" while on duty. The Lifeguard Uniform is worn in full and correctly when on duty. The Uniform is not to be worn off-duty.</li> <li>• Complete all necessary daily report sheets and hand these to the Lifeguard Supervisor each week during the season.</li> <li>• Attend Lifeguard meetings and training sessions as required by the Australian Lifeguard Service</li> <li>• Maintain an active approach to assisting with the achievement of SLSNSW and Australian Lifeguard Service's OH&amp;S, EEO and Anti-Discrimination and environmental objectives.</li> <li>• Carry out specific tasks as required by the Lifeguard Supervisor.</li> </ul> | <ul style="list-style-type: none"> <li>• Attain the SLSA Gold Medallion.</li> <li>• Maintain currency in SLSA Bronze Medallion, SLSA Advanced Resuscitation Certificate or equivalent, Senior First Aid Certificate from a recognised provider.</li> <li>• A positive image of the Australian Lifeguard Service and the individual is achieved and maintained at all times when on duty or attending ALS related events.</li> <li>• All standards relevant to lifeguard operations are maintained at all times.</li> <li>• All equipment remains in a serviceable condition and is always accounted for.</li> <li>• Lifeguard actively participates in relevant training sessions and programs.</li> <li>• Participate in reviews, investigations as required.</li> <li>• There are no breaches of SLSA, SLSNSW and ALS policies, objectives, targets and Standard Operating Procedures and Employment Handbook, particularly in relation to performance, service provision, OH&amp;S, EEO and Anti-Discrimination.</li> <li>• Quality log sheets and accurate daily reports are completed daily.</li> <li>• The employee is always well presented and the ALS uniform is worn in accordance with policy.</li> <li>• Specific tasks are actioned in a timely manner and completed to a satisfactory level.</li> </ul> |



**This position is subject to “Working with Children” checks and the employee will be required to sign relevant declarations. Appropriate background checks will be undertaken and “prohibited persons” are unable to be employed in this position.**

**APPROVAL**

This position description has been reviewed and is considered to accurately reflect the requirements of the role and the organisation

CEO ..... Date .....

Operations Manager ..... Date .....

I have read and understood this document and agree to perform the duties and responsibilities as listed within the list

Occupant Name .....

Occupant Signature ..... Date .....