

| <b>POSITION DESCRIPTION</b>  |                                      |
|--|--------------------------------------|
| <b>Title:</b>  | <b>Beach Lifeguard (Entry Level)</b> |
| <b>Group:</b>  | <b>Built and Natural Environment</b> |
| <b>Reports to:</b>   | <b>Lifeguard Supervisor</b>          |
| <b>Grade:</b>  | <b>8</b>                             |
| <b>Position Allowances</b>   | <b>Nil</b>                           |
| <b>Hours:</b>  | <b>Casual (Monday to Sunday)</b>     |
| <b>Number of Direct Reports:</b>   | <b>Nil</b>                           |
| <b>Number of Indirect Reports:</b>   | <b>Nil</b>                           |
| <b>Vehicle:</b>  | <b>No</b>                            |
| <b>Position Code:</b>  | <b>83284</b>                         |
| <b>Pre-placement Medical:</b>  | <b>Required</b>                      |
| <b>National Police History Check:</b>  | <b>Not Required</b>                  |
| <b>WWCC Check:</b>   | <b>Required</b>                      |
| <b>Date Developed:</b>   |                                      |
| <b>Position Purpose</b>  |                                      |
| To provide a safe, friendly recreational environment for beach users and ensure that the beach and its facilities are cleaned and maintained.  |                                      |
| <b>Qualifications and Experience</b>   |                                      |
| <i>(Minimum required/essential for success in the job)</i>   |                                      |
| <p><b><u>Essential:</u></b></p> <ul style="list-style-type: none"> <li>• Certificate II in Public Safety (Aquatic Rescue).</li> <li>• Current Advanced Resuscitation Techniques (HLTAID007).</li> <li>• Current Provide First Aid (HLTAID003).</li> <li>• Spinal Management Certificate or equivalent.</li> <li>• Possess a "Working with Children Check" Clearance in accordance with the 'Child Protection (WWC) Act 2012'.</li> <li>• Current NSW Drivers Licence - Class C.</li> <li>• Demonstrated ability to provide excellent customer service.</li> <li>• Well-developed communication and interpersonal skills.</li> <li>• Proven competence in Beach/Ocean Lifeguard operations or surf lifesaving operations including beach management skills, making sound judgements and the ability to respond appropriately under pressure.</li> </ul> |                                      |

- Ability to satisfactorily complete Shellharbour City Council Beach Lifeguard Fitness/Strength and Skills Assessments.
- Experience in making contributing to improvements to a quality management system or making suggestions for other business improvements.

**Desirable:**

- Knowledge of Shellharbour City Council controlled beaches, beach regulations and the Local Government Act.
- Experience as Beach/Ocean Lifeguard or Surf Life Saving Patrol Captain.

**Fitness/Strength and Skills Assessment** includes:

*(Assessment requirements may change to suit conditions on the day)*

- Emergency care including casualty assessment, CPR, Defibrillation and oxygen resuscitation and First Aid.
- Minimum 150m Tube and minimum 250m board rescues.
- Lifeguard mission of run, swim, board paddle and run.
- Pool Swim 800 meters under 14 minutes.
- 1600m run in under 7 minutes.

## Main Activities/Tasks

Council operates on the principle of existing to provide benefits for our Community, Councillors, Customers and the Council itself – we call this the 4C's. This position is required to do everything they can to identify, develop, resource, provide, support and measure benefits to the 4C's.

- Follow directions of Grade 10 Beach Lifeguard as required.
- Assist Grade 10 Beach Lifeguard with ongoing assessment of beach/ocean conditions and identification of coastal hazards that might compromise the safety of customers.
- Supervision of the public on Council beaches within the primary area.
- Placement of required (temporary) signage to ensure notification of hazards and suitable swimming and surf craft areas for public awareness.
- When required, respond to aquatic emergencies and casualty management – first aid and/or resuscitation – to any person who may require attention.
- Ensure beaches are cleaned and report any required maintenance.
- Maintain public awareness of; and where necessary, enforce council regulations.
- Undertake daily checks of first aid and rescue equipment.
- Ensure the highest levels of customer service are provided.
- Ensure Council image is maintained at a high level through wearing Beach Lifeguard uniform and personal grooming.
- Attend Lifeguard meeting and training sessions as a member of the Aquatics and Recreation team.
- Maintain the level of fitness and be capable of fulfilling the Fitness and Skills Assessment at any given time
- Maintain certification / award currency for the duration of employment and demonstrate proficiency as required.
- Other duties within skill and ability level as directed by supervisor.

### **Work Health & Safety**

- Required to take reasonable care of self and others in the workplace.
- Cooperate with all health and safety policies and procedures agreed to by management and staff.
- Report any unsafe conditions that are identified.
- Not bypass or misuse systems or equipment provided for WH&S purposes.
- Must participate in WH&S training as required and contribute to the identification of hazards and assessment of risks as required.

### **Accountability and Behaviours**

- To ensure that they are accountable for their behaviours in the delivery of their duties noted in the position and other functions relating to their role.
- Follow Council policies and procedures.
- Work collaboratively within the team and across Council towards common goals.
- Develop and maintain positive and effective professional working relationships with community and customers.
- Contribute to a positive organisational culture.
- Continuous improvement – evaluate current activities and continuously look for ways to improve quality, effectiveness and efficiency.

### **Organisational Values**

- Apply and demonstrate Council's Core Values of Collaboration, Accountability, Integrity, Respect and Sustainability.
- Apply and demonstrate the four principles that together form the focus of the organisation, namely the 4C's: Community, Councillors, Customer and Council.