

## **POSITION DESCRIPTION - PAID LIFEGUARD**

This position description describes the duties that the employee will be expected to undertake. It should not be regarded as a complete and exhaustive list and does not prevent the addition, alteration or deletion of duties from time to time as determined by the National Lifesaving Manager or Regional Lifesaving Manager. It is inherent in all areas of SLSNZ work that staff are required to apply and uphold the principles of SLSNZ.

- Position:** **PAID LIFEGUARD**
- Responsible for:** Carrying out duties as a Lifeguard as directed by the Head Lifeguard of the relevant beach as outlined in the specific NSOP's/CSOP's.
- Reports to:** Beach specific Head Paid Lifeguard and or Paid Lifeguard Supervisor/Regional Lifesaving Manager
- Location:** As outlined in Seasonal Employment Agreement (SEA)
- Hours of work:** This position is offered on a Seasonal (casual and/or fixed term) basis, dependant on individual availability, location funding and the role offered. This links in to meet the needs of the various locations via the roster.
- Key Relationships:** Lifeguard Patrol Team Members  
Head Paid Lifeguard  
Paid Lifeguard Supervisor  
Regional Lifesaving Manager  
General SLSNZ Staff  
Club Liaison Person (CLP)  
Members of the public

It is inherent in all areas of SLSNZ work that staff are required to apply and uphold the principles of SLSNZ.

### **ABOUT SLSNZ**

*SLSNZ's vision is that 'No one drowns on our beaches' and our purpose is 'to lead and support surf lifesaving in New Zealand in partnership with our member clubs'*

*Surf Life Saving New Zealand is the National Association representing 74 surf lifesaving clubs with 18,000+ members, including more than 4,000 volunteer Surf Lifeguards. Our lifeguards patrol over 90 locations each summer and provide emergency call-out rescue services throughout Aotearoa, saving hundreds of lives each year and ensuring thousands return home safe after a day at the beach.*

***SLSNZ Strategic Priorities to be delivered across 4 pillars...***

- 1. Support Clubs to deliver core services to agreed standards*
- 2. Operational Excellence & Innovation*
- 3. National Leadership*
- 4. Business Resilience and securing our sustainable financial future*

**Find out more at.... [www.surflifesaving.org.nz](http://www.surflifesaving.org.nz)**

## **PRE-REQUISITES/QUALIFICATIONS/TRAINING**

As a Paid Lifeguard, you will need to have or undertake the following:

- Must be a SLSNZ member (at time of employment).
- Current SLSNZ Surf Lifeguard Award (or SLSNZ RPL)
- Current SLS Surf First Aid (Unit Standards 6400, 6401 and 6402)
- IRB Crew Award
- Restricted NZ Driver's License
- Complete online Paid Lifeguard Theory Test.
- Must swim 400m under 8min.
- Must run 3kms in under 20mins.
- Complete Safeguarding Children Online Module (given during employment process)
- Complete Health and Safety Online Module (given during employment process)
- Have completed and New Zealand Police Vetting Application (every 2 years) and have a satisfactory outcome.

***Highly Recommended***

- SLSNZ Radio Module
- Current SLS Advanced Surf First Aid (Unit Standard 29321)
- Advanced Lifeguard Award
- Senior Lifeguard Award – IRB Driver
- Full NZ Driver's License

**RESPONSIBILITIES**

As a Lifeguard, you will have the following duties and responsibilities:

- Implementation of Beach Management Plans.
- Advise Head Lifeguard of beach management concerns/problems.
- Assist Head Lifeguard with Reports/Incident Forms.
- May be deputized into role and responsibilities of Head Lifeguard as required.
- Patrol the beach(s) assigned to you with reference to the relevant NSOP's/CSOP's.
- Maintain the clubhouse, tower and lifeguarding areas in a clean functional state.
- Maintain and keep the equipment tidy.
- Complete statistical information and other reports required by SLSNZ.
- Follow the directions of senior reports – Head Guard, Supervisor and Lifesaving Manager
- Comply with the SLSNZ Lifeguard Policy Manual at all times.
- Maintain and enhance fitness and skill level throughout the season.

**PERSONAL ATTRIBUTES:**

We are seeking the following personal attributes for all our Paid Lifeguards:

- Passionate about maintaining a safe environment for public to swim in;
- Highly motivated, energetic with attention to detail;
- Action orientated and results driven;
- Honesty and integrity;
- Excellent oral and written communication skills;
- Excellent Leadership and delegation skills;
- Integrity to work unsupervised;
- Knowledge of Surf Life Saving;
- Knowledge of the Surf Environment;
- Knowledge of Basic Risk Management principles;

## **POSITION DESCRIPTION - HEAD PAID LIFEGUARD**

This position description describes the duties that the employee will be expected to undertake. It should not be regarded as a complete and exhaustive list and does not prevent the addition, alteration or deletion of duties from time to time as determined by the National Lifesaving Manager or Regional Lifesaving Manager. It is inherent in all areas of SLSNZ work that staff are required to apply and uphold the principles of SLSNZ.

- Position:** **HEAD PAID LIFEGUARD**
- Responsible for:** Provides team leadership and is responsible for patrol operations for the relevant beach as outlined in the specific NSOP's/CSOP's.
- Reports to:** Paid Lifeguard Supervisor/Regional Lifesaving Manager
- Location:** As outlined in Seasonal Employment Agreement (SEA)
- Hours of work:** This position is offered on a Seasonal (casual and/or fixed term) basis, dependant on individual availability, location funding and the role offered. This links in to meet the needs of the various locations via the roster.
- Key Relationships:** Lifeguard Patrol Team Members  
Paid Lifeguard Supervisor  
Regional Lifesaving Manager  
General SLSNZ Staff  
Club Liaison Person (CLP)  
Members of the public

It is inherent in all areas of SLSNZ work that staff are required to apply and uphold the principles of SLSNZ.

### **ABOUT SLSNZ**

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## **PRE-REQUISITES/QUALIFICATIONS/TRAINING**

As a Head Paid Lifeguard, you will need to have or undertake the following:

- Must be a SLSNZ member (at time of employment).
- Current SLSNZ Surf Lifeguard Award (or SLSNZ RPL)
- Current SLS Surf First Aid (Unit Standards 6400, 6401 and 6402)
- IRB Crew Award
- Complete online Paid Lifeguard Theory Test.
- Must swim 400m under 8min.
- Must run 3kms in under 20mins.
- Complete Safeguarding Children Online Module (given during employment process)
- Complete Health and Safety Online Module (given during employment process)
- Have completed and New Zealand Police Vetting Application (every 2 years) and have a satisfactory outcome.
- SLSNZ Radio Module
- Current SLS Advanced Surf First Aid (Unit Standard 29321)
- Senior Lifeguard Award – Patrol Captain
- Senior Lifeguard Award – IRB Driver
- Full NZ Driver's License

***Highly Recommended***

- Advanced Lifeguard Award
- Current Pain Management Module

**RESPONSIBILITIES**

As a Head Lifeguard, you will have the following duties and responsibilities:

- Implementation of safe patrol operations.
- Supervision of Lifeguards.
- Training of Lifeguards.
- Take all practical measures to ensure Health & Safety measures, policies and procedures are followed.
- Ensure open communication with Club Liaison, RLS Supervisor & RL Manager.
- Ensure all Reports/Incident Forms are completed on the Surf Patrol App or entered into the CRM.
- Patrol the beach(s) assigned to you with reference to the relevant NSOP's/CSOP's.
- Maintain the clubhouse, tower and lifeguarding areas in a clean functional state.
- Maintain and keep the equipment tidy.
- Complete statistical information and other reports required by SLSNZ.
- Follow the directions of the Regional Lifesaving Manager/Supervisor.
- Comply with the SLSNZ policies at all times.
- Maintain and enhance fitness and skill level throughout the season.
- Advise Supervisor of beach management concerns/problems and disciplinary issues as soon as practicable.

**FUNCTIONAL AUTHORITY**

As a Head Lifeguard, you will have the following Functional Authority:

- Implementation of safe patrol operations.
- Media statements as per SLSNZ Policy.

**PERSONAL ATTRIBUTES:**

We are seeking the following personal attributes for all our Paid Lifeguards:

- Passionate about maintaining a safe environment for public to swim in;
- Highly motivated, energetic with attention to detail;
- Action orientated and results driven;
- Honesty and integrity;
- Excellent oral and written communication skills;
- Excellent Leadership and delegation skills;

- Integrity to work unsupervised;
- Knowledge of Surf Life Saving;
- Knowledge of the Surf Environment;
- Knowledge of Basic Risk Management principles;