



Surf Life Saving Central Coast

Position Description: Director of Life Saving

Responsible to:

Board of Directors







Responsible for:

Board of Life Saving (BOLS)











Functional Relationships:

-  SLSCC Council
-  Directors
-  BOLS
-  Support Officer
-  Clubs











Responsibilities:

-  Ensure implementation of all SLSA, SLSNSW and SLSCC policies relating to lifesaving.
-  Approve annual club patrol hours in consultation with the Manager of Rescue Services.
-  Ensure clubs prepare and implement effective Beach Management Plans
-  Ensure effective management of Board of Lifesaving in all of its operations.
-  Ensure effective management of the Education Panel in all of its operations.
-  Prepare monthly reports for presentation to Directors and Council Meetings.

Desirable Attributes:

-  Demonstrated rapport with SLSCC Life Saving personnel
-  Sound leadership skills
-  Sound organisational skills
-  Sound time management skills
-  Sound computer skills - Microsoft office, excel and outlook.
-  Sound oral and written communication skills
-  Public speaking ability
-  Willingness to learn new skills
-  Ability to prepare and manage basic budgets successfully.
-  Ability to work in a team environment.

Statement of Duties:

-  In consultation with Managers and appropriate staff, overview the Board of Life Saving Business Strategy Plan and update existing plans which shall be presented to the Directors for the promulgation to the council.
-  Ensure adherence to SLSCC Lifesaving budget
-  Advise SLSCC upon reports and recommendations received from officers, appropriate staff, members and other forums, established from time to time to consider and recommend upon life saving matters.
-  Act as chair person of conferences and forums, called together to consider life saving matters.
-  Act as chair person of BOLS meetings
-  Attend BOLS meetings and advise, by standard reporting protocol, of strategic recommendations relative to the management of the Life Saving Business Plan.
-  Attend Board of Directors and SLSCC meetings.
-  Be prepared to undertake programs to give advice when so requested by the SLSCC, the president or the Chief Executive Officer.
-  Be prepared to attend all council and other national, staff and board meetings, conferences and forums which are convened and will affect upon lifesaving.
-  Be a Director of Surf Life Saving Central Coast.

Time Commitment

The position of SLSCC Director of Life Saving is a voluntary position which requires a commitment of time and energy required to complete the duties of the position.