



## BRANCH DUTY OFFICER EXPRESSION OF INTEREST

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<b>Portfolio:</b>	Lifesaving
<b>Audience:</b>	Active 18+ years members
<b>Summary:</b>	Calling for expressions of interest for Probationary Branch Duty Officers in 2022-23 season

Surf Life Saving Sydney Northern Beaches is calling for Expressions of Interest to join the Sydney Northern Beaches Duty Officer Team. The Branch Duty Officers are responsible for the provision of support to lifesaving services at major incidents and as a command/control coordination entity for after-hours incidents. The Duty Officers primarily perform rostered duties during the patrol hours of the Surf Life Saving season.

Because of the nature of the service, applicants will need to be able to demonstrate a high level of lifesaving skills, surf awareness, experience, dedication and be calm under pressure.

All Probationary Duty Officers will be required to participate in training that will cover Duty Officer procedures.

### MINIMUM QUALIFICATIONS

The minimum qualifications and experience required to become a Duty Officer for the SNB Branch include:

- Financial SLSA Member
- Minimum age 18 years
- Proficient in SLSA Bronze Medallion/Cert II
- Proficient in SLSA First Aid / HLTAID011
- Proficient in SLSA Advanced Resuscitation Techniques / HLTAID015
- Hold the SLSA Silver Medallion Beach Management award AND SLSNSW Online Supplementary Learning for Patrol Captains, OR the SLSA Silver Medallion Patrol Captain v2022 award.
- Hold a valid NSW Class C drivers license

In addition, it is desirable that they also have the following awards and experience:

- 5 years experience as a Patrol Captain (or other Emergency Management experience)
- Silver Medallion Radio Controller - proficient
- IRB Crew Certificate - proficient
- Silver Medallion IRB Driver – proficient
- Experience in branch support operations, such as a Surfcom or RWC

Endorsement as a Duty Officer requires a commitment to complete the training program and willingness to undertake patrols as rostered, in addition to Club commitments. Duty Officer patrols will be rostered as determined by the Director of Lifesaving (or his/her delegate) and frequency will be dependent on the number of endorsed Duty Officers available that season. Patrols are a full day in length.

## APPLICATIONS

Expression of Interest should be in the form of a resume style application addressing the pre-requisites and outlining any other SLS commitments (paid and unpaid) the applicant has. The EOI also must include endorsement from the applicants' Club President or Club Captain (current or past). The applicant must also submit a Support Service Operator application form to SLSNSW.

Applicants who submit an EOI may be required to attend a face-to-face interview with the Support Operations Advisor and an appointed panel for suitability, as a part of the Branch application process. All applicants will be advised of the result of their application in writing.

Successful applicants will be on a 12-month probation that will include the following:

1. 16 hours at Surfcom (unless the probationary Duty Officer is already an experienced Surfcom operator)
2. 4 full day ride-along's with appropriately experienced Duty Officers, during the probationary period

Surf Life Saving NSW has a list of endorsement requirements for all new Duty Officers and successful applicants will be advised of the details at their induction.

Final endorsement as a Branch Duty Officer will be at the discretion of the Support Operations Advisor and the Director of Lifesaving at the conclusion of the probationary period.

A full position description for Branch Duty Officers can be found in the [SLSNSW Standard Operating Procedure LS 9.3](#).

Expressions of Interest should be submitted online at [Branch Duty Officer EOI 2022-23](#). A copy of your resume should be uploaded with your EOI. Following completion of the Branch EOI, you will be asked to complete the [SLSNSW Support Operations Member Application Form](#). Both the EOI and SLSNSW form need to be submitted **by Friday 30<sup>th</sup> September 2022**.

Contact Belinda on [Belinda@surflifesaving.net.au](mailto:Belinda@surflifesaving.net.au) if you have any queries.