



Circular 062:17

Date: 30th March 2017

Subject: SLSNZ Vacancy – Club Support Officer - Taranaki

Attention: Clubs Chairs, Club Captains, Club Administrators, Operational Lifeguards

Description: Surf Life Saving New Zealand is currently looking to employ an individual to take responsibility for Club Support in Taranaki

Circulars are available at: <http://lifesaving.org.nz/lifesaving/lifesaving-operations-circulars/>

Surf Life Saving New Zealand is currently looking to employ an individual to take responsibility for Club Support in Taranaki. This position will be based in the New Plymouth and reports to the Central Region Manager. The purpose of this role is to assist clubs in the Taranaki area to ensure they can work effectively enabling the development of their members.

We are looking for a person with strong administration skills, who can work independently. Some degree of flexibility will be required due to the seasonal nature of the positions requirements.

It is important that the successful candidate has a friendly and approachable manner and is able to build good relationship with clubs, sponsors and other key stake holders in the Taranaki area. Effective communication skills both written and oral and a commitment to a high standard of customer service are essential for this role.

Surf Life Saving knowledge and experience along with broad experience dealing with Volunteers at a club level would be helpful.

The closing date for all applications is **5pm Friday 28th April**.

For more information [click here](#)

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