



Circular 068:18

Date: 5th July 2018

Subject: Community Education Supervisor Position Vacancy

Attention: Any SLSNR members interested in applying for the Community Education Supervisor Position

Action: Email your CV as well as a written application setting out how you meet the criteria and why you believe you should be our new Community Education Supervisor to Vorng Nhem (vorng.nhem@lifesaving.org.nz) before Friday 27th July, 2018

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

Community Education has a vacancy for the Community Education Supervisor Position. The position is being advertised on Seek as well as internally via the appropriate channels.

The role is a fixed term position from 01 August 2018 to 29 March 2019 based at the Marine Rescue Centre in Mechanics Bay, Auckland with regular site visits.

Core responsibilities include, assisting the Community Education Manager in the recruitment process, training and induction of the Education Team; establishing venue agreements; establishing and maintaining the staff roster; continuous monitoring, review and improvement process of programmes and instructors; updating websites/social media; managing booking system; communication with schools, parents, Surf Life Saving Clubs and Community Education Instructors.

This is an exciting opportunity to work within the Operations team at SLSNR and to support the delivery of Community Education programmes in the region. If you wish to be considered please send your CV as well as a written application setting out how you meet the criteria and why you believe you should be our new Community Education Supervisor to:

Vorng Nhem

Office Manager

Surf Life Saving Northern Region

vorng.nhem@lifesaving.org.nz

Please find the job description [here](#)

The full job advertisement can be [found here](#)

Applications close at 4pm on Friday 27 July, 2018

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