



**SURF LIFE SAVING**  
NORTHERN REGION

## POSITION DESCRIPTION YE2024

### JOB TITLE: PLS PATROL CAPTAIN

#### ABOUT SURF LIFE SAVING NORTHERN REGION (SLSNR):

SLSNR IS THE PRIMARY ORGANISATION FOR DELIVERING BEACH AND COASTAL DROWNING PREVENTION OBJECTIVES TO MILLIONS OF PEOPLE IN THE UPPER NORTH ISLAND OF NEW ZEALAND.

**OUR VISION:** SUPPORTING OUR CLUBS TO KEEP THEIR COMMUNITY SAFE ON THE COASTLINE.

**OUR MISSION:** PROVIDING THE RESOURCE AND CAPABILITY TO ENSURE OUR CLUBS HAVE THE FLAGS GO UP ON THEIR BEACH.

#### **OUR MISSION CRITICAL PRIORITIES):**

**ELEVATE AND ENRICH THE VOLUNTEER EXPERIENCE:** INSPIRING ENGAGEMENT, FLEXIBILITY, RETENTION, AND GROWTH

**EMPOWERING IMPACT AND GROWTH:** STRENGTHENING CLUB SUPPORT, TECHNOLOGY, AND SUSTAINABLE RESOURCING

**EVOLVING AND EXPANDING EVERGREEN PROGRAMMES:** ENSURING RELEVANCE, ACCESSABILITY, AND FLEXIBILITY

#### **OUR VALUES:**

COMMITTED TO THE WELLBEING OF OUR MEMBERSHIP

ACHIEVING GREATER OUTCOMES THROUGH COLLABORATION

SERVING THE PUBLIC COURAGEOUSLY

STAKEHOLDER RELATIONSHIPS PREMISED ON TRUST AND HONESTY

THE MAURI OF OUR COASTLINE AND ITS IMPORTANCE TO OUR IDENTITY

THE NEED TO CONTINUALLY REVIEW AND INNOVATE

THE IMPORTANCE OF SURF LIFE SAVING'S CULTURE

**[WWW.LIFESAVING.ORG.NZ](http://WWW.LIFESAVING.ORG.NZ)**

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*This position description describes the duties that the appointee will be expected to undertake. It should not be regarded as a complete or exhaustive list and does not prevent the addition, alteration, or deletion of duties from time to time as determined by the Chief Executive*

### POSITION PURPOSE:

To manage the running of a lifeguard patrol, ensuring effective provision of the lifeguarding service. To monitor and advise beach and water users and to provide/co-ordinate rescue services as and when required.

### RESPONSIBLE FOR:

Beach Management and Paid Lifeguards.

### REPORTS TO:

Lifesaving Support Officer

### LOCATION:

Northern Region

### FUNCTIONAL RELATIONSHIPS:

- Other Patrol Captains
- Senior Paid Lifeguards
- Paid Lifeguards
- SurfCom Operators
- Lifesaving Manager
- Club Liaison Officer
- Volunteer club members
- Public
- External Emergency Response Agencies (Police, Ambulance, Coastguard etc.)

## KEY RESPONSIBILITIES

- Implement an effective beach management plan including the appropriate placement of flagged areas, signage and rescue equipment.
- Educate and advise members of the public on water safety.
- Patrol the beach(es) assigned to you with reference to the relevant NSOP's/CSOP's.

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- Maintain club facilities and equipment as set out in the Paid Lifeguard Service Venue hire Agreements.
- Maintain a positive image for the Paid Lifeguard Service, SLSNR and SLSNZ in all dealings with the public and external emergency services.
- Enhance fitness and skill levels throughout the season.
- Complete, enter and forward all required paperwork and complete all administrative tasks on time.
- Complete statistical information and other reports required by SLSNR.
- Comply with SLSNR and SLSNZ policies at all times.
- Undertake a weekly induction/briefing with all lifeguards working at the beach.
- Implement an effective rostering process for the daily patrolling duties.
- Coordinate/facilitate lifeguard training and upskilling throughout the season.
- Ensure personal safety and the safety of your team.
- Ensure open communication with the PLS management and Club Liaison Officers.
- Promptly notify the PLS Management of any faulty equipment, staffing concerns and additional resources required.

## PERSON SPECIFICATION

- Professionalism, maturity, initiative, organisational skills, decision making, honesty and reliability, able to perform in an unsupervised environment, leadership qualities, communication and people skills, capacity to work in a team, ability to follow instructions.

## KNOWLEDGE AND EXPERIENCE REQUIRED

### Prerequisites:

- Refreshed lifeguard prior to employment
- 2 years of patrolling experience in a professional service.
- 18+ Years of age
- Must be a member of SLSNZ (at time of employment).
- Current SLSNZ Surf Lifeguard Award (or SLSNZ RPL)
- Current SLS Surf First Aid
- Marine VHF Radio Award
- IRB Crew Award
- Complete online paid lifeguard theory test.

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- Must swim 400m under 7 minutes 30 seconds.
- 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)
- Drivers Licence (Restricted or Full)

### OTHER

#### Desirable Qualifications

- SLS Advanced First Aid
- Pain relief module
- IRB Operator
- RWC operator
- Board Rescue Module
- Intermediate Lifeguard award
- Senior Lifeguard award – PC, Advanced Lifeguard Award

#### Experience Required

- Knowledge of beach and surf environment that you are managing for the summer.

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