

## South Coast Surf Life Saving

### Position Description: Inter-Branch Chaperone

#### Responsible to:

Branch Executive

#### Reports to:

Team Manager

#### Functional Relationships:

- Team Manager
- Team Coaches
- Team Members
- Parents of Team Members
- Director of Surf Sports

#### Responsibilities:

- Understand and ensure adherence to relevant SLSA, SLSNSW & SCSLS policy, Particularly:
  - SLSA Member Protection Policy
  - SLSA Member Protection Appendices 6.05
  - SLSA Youth Policy
  - Work Health & Safety Act 2011
  - SLSA Sun Safety 2.01 Policy
  - SLSA Grievance Procedure Policy
  - SCSLS Team & SLSA / SLSNSW Competitor Codes of Conduct
- Hold & Produce to SC Branch a current RMS Working with Children Check
- Ensure the protection of team members at all times
- Monitor, Ensure and Encourage team members to conduct themselves in appropriate good behaviours.
- Report Inappropriate Behaviours / Conduct immediately
- Report promptly, as per SLSA guidelines, any breaches of policy.
- Communicate regularly with those listed under 'Functional Relationships' particularly, the Team Manager.
- Assist the SCSLS Representative Team Manager as required
- Attend meetings and provide progress reports as required

- Attend to all catering duties for the Athletes and Management i.e.: purchase of food, arranging meals – breakfasts, lunches and dinners.

<b>Desirable Attributes:</b>
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- Clean Police check (compulsory)
- Previous chaperone experience at club, branch and/or state level
- Demonstrated rapport with SCSLS athletes
- Domestic sports tour experience
- Good organisational skills
- Ability to work in a team environment
- Developed conflict negotiation skills
- Sound written and oral communication skills
- Sound role model for SCSLS team athletes

<b>Time Commitment:</b>
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The position of SCSLS Inter-Branch Team Chaperone is a voluntary position. By applying for this position, the applicant acknowledges the considerable commitment of time and energy required to complete the duties of the position. This position holds no financial delegation.