



<Insert name> Surf Life Saving Club  
Position Description – IRB/ATV Officer

### **Purpose**

- Effective management and coordination of Mobile Services and equipment for, and on behalf of the Club
- Availability as the key contact for matters concerning Mobile Services, equipment and facilities
- Oversight of Mobile Services for patrols, club and interclub activities held at <insert name> Beach, or areas and activities within the control of <insert name> Surf Life Saving Club

**NOTE: Mobile Services includes, and is not limited to, Inflatable Rescue Boat (IRB), 4WD or other All Terrain Vehicles.**

### **Qualifications**

#### *ESSENTIAL*

- Financial member of <insert name> Surf Life Saving Club
- Holder of a recognised Surf Life Saving Australia award:
  - Silver Medallion – Inflatable Rescue Boat Driver (IRBD)

#### *DESIREABLE*

- Qualification in off-road vehicle operations
- Holder of a current and clear Police/Security clearance check

### **Scope of Accountability**

- Regular attendance at meetings relevant to the provision of Mobile Services, with effective contribution to the meeting process and decision making
- Coordination and oversight of maintenance of club Mobile Services equipment and facilities
- Provide representation of the club at relevant forums
- Promotion of the club to the community of Western Australia
- Liaison, as required, with counterparts at other surf life saving clubs
- Preparation of monthly and annual reports on activities associated with Mobile Services provision

### **Reports To**

- Director of Lifesaving Services

### **Direct Reports**

- Nil

### **Key Performance Indicators**

- Effective contribution to a safe and healthy environment for all aspects of surf club activities regardless of location



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- Timely and accurate monthly and annual reports relating to Mobile Services provision
- Effective management of Mobile Services, facilities and equipment
- Provision of specialist training to club members, e.g. the Mobile Services component of the Bronze Medallion or Surf Rescue Certificate
- Efficient organization of qualified Mobile Services personnel and associated key activities relating Mobile Services service provision
- Promotion of member participation in Mobile Services and related awards training and skills maintenance

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Name

Signature

Date