



<Insert name> Surf Life Saving Club
Position Description – Safety Coordinator

Purpose

- Provide leadership and direction in safety and risk management
- Availability as adviser on occupational safety and health issues
- Oversight of club activities to ensure interests of both members and the community are served

Qualifications

- Financial member of <insert name> Surf Life Saving Club
- Holder of a recognised Surf Life Saving Australia award
- Holder of a current and clear Police/Security clearance check

Scope of Accountability

- Effective contribution to the club in relation to safety and health matters
- Ex-officio member of all club subcommittees
- Representative of the club at surf life saving state and national safety/risk management forums
- Provision of advice and guidance to the Board of Management and club Officers to enhance the club's safety and health performance
- Induction of new members to safety and health aspects of the Club operations and facility

Reports To

- Club President

Direct Reports

- None directly, convener of the club Safety & Health Committee

Key Performance Indicators

- Effective contribution to a safe and healthy environment for all aspects of surf club activities regardless of location
- Matters concerned with safety, health and risk management are conducted in a professional and efficient fashion
- Involvement of other club members in proactive strategies to advance safety and health
- Attend Board of Management meetings (ex-officio) to present regular reports
- Club achievements are recognized within and external to surf life saving

Name

Signature

Date