

Education Development Coordinator

All those involved in supporting one overarching principle; Saving Lives

Leadership | Community | Safety | Respect | Trust | Teamwork

At Surf Life Saving Queensland (SLSQ), we don't believe that the skills required to save a life should be restricted to the sand. The Member Services division has an exciting opportunity for a Full Time Education Development Coordinator to join their Education team in the Sunshine Coast. This role is responsible for providing frontline support to build the capabilities and capacities of SLSQ's clubs with training and education of nationally accredited awards and surf awards.

In this role you will:

- Develop and maintain a regional training plan with the aim of increasing member's qualifications and skills.
- Assist with the coordination, implementation and delivery of training and development programs for Trainers and Assessors in the Region including planning and conducting of TAF days.
- Assist in the delivery of Commercial Training and Lifeguard Training courses as required.
- Conduct Club Training & Education Gear and Equipment Audits
- Ensure all course work is completed correctly as required to meet SLSQ's RTO standards.
- Report training statistics to Academy Manager.
- Report regional awards accreditation trends and gaps analyses for Clubs and services.
- Provide administration support associated with courses as required.
- Assist Chief Training Officers with succession planning of trainers and assessors.

Qualifications & Experience:

Essential:

- Working with Children Blue Card or ability to obtain one.
- Certificate IV TAE 40110 or TAE40116 or Higher.
- Certificate II in Public Safety (Aquatic Rescue).

Highly regarded:

- SLSA IRB Driver and Crew certificates.
- SLSA Beach management Certificate.
- Trainer and Assessor for more than 5 years.
- In depth knowledge of Surf Lifesaving Education programs.

In order to succeed and make this role your own, you will have ability to:

- Work weekends / nights and travel as required
- Be self-motivated and enthusiastic
- Be customer focused and show initiative.
- Be flexible and responsive to change
- Work autonomously and as part of a team.
- Have a high level of attention to detail.
- Work well under pressure.
- Understand and willing to follow protocol.
- Appreciate surf lifesaving and empathy for volunteerism.

Benefits:

- Flexible and supportive work environment.
- Career development opportunities.
- Based in the Mooloolaba (Sunshine Coast) Regional Office.
- A job you'll love where you contribute to saving lives each day.

Surf Life Saving Queensland

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- Access to salary packaging benefits.

If you meet the above criteria, are excited about taking the next step within Surf Life Saving Queensland then we would love to receive your application.

To apply, please send your resume and cover letter briefly outlining how you meet the above criteria to hr@lifesaving.com.au

Applications close on Sunday 13th January 2019.

“Please remember to always swim between the red and yellow flags!”

SLSQ is an equal opportunity employer with commitment to safeguarding children and young people. All candidates will be required to undertake a working with children check.