

**JUNIOR ACTIVITIES FIRST AID OFFICER**

PURPOSE: The Junior Activities First Aid Officer primary responsibility is to provide a high level of first aid while junior activities are in progress

RESPONSIBLE TO: Junior Activities Chief Water Safety Officer/ Programs Coordinator

RESPONSIBILITIES:

- Work in conjunction with the Patrol Captain and/or appropriate supervisor to make sure that the first aid kit and first aid room are fully stocked
- Ensure the safety of juniors on the beach through the provision of first aid when required
- Assist with any first aid incidents and liaise with medical officer if required
- Fill out any incident reports as required
- Prepare a roster for the season of qualified first aid officers to assist with Junior Activities when required, in conjunction with the Junior Activities Programs Coordinator

KNOWLEDGE & SKILLS REQUIRED:

- Understanding of the latest SLSQ first aid procedures and policies
- Ability to organise and delegate tasks
- Maintain confidentiality on relevant matters
- Communicate effectively and possess good interpersonal skills
- Be friendly and positive
- Have a high attention to detail

SPECIAL REQUIREMENTS:

- Be a financial member of (insert club name) Surf Life Saving Club;
- Be the holder of a current "Blue Card" or "Exemption Notice" issued by the Commission for Children and Young People and Child Guardian
- Hold a current Operational First Aid Certificate
- Be aware of the Occupational Health and Safety policies
- Desirable to hold Advanced Resuscitation and Bronze Medallion – Certificate II Public Safety (Aquatic Rescue), with the willingness to complete more Lifesaving Awards
- Be willing to commit XX hours per week for the role of Junior Activities First Aid Officer