

POSITION DESCRIPTION

OUR VISION: Great Venues – Amazing Experiences

OUR PURPOSE: To develop, manage and promote major facilities in Queensland for staging sport, recreational or entertainment events

POSITION	Duty Staff (Lifeguard)	POSITION NUMBER	4G043
REPORTS TO	Aquatic Supervisor	LOCATION	Sleeman Sports Complex
EMPLOYMENT TYPE	Casual	CLASSIFICATION LEVEL	SQ 003
VACANCY REFERENCE NUMBER	SQ11/20		
CONTACT INFORMATION	Joe Hayden – Aquatic Coordinator Phone: (07) 3131 9693 Email: Joe.Hayden@sleemansports.com.au		

THE POSITION

The Duty Staff (Lifeguard) position supervises all users of the aquatic centre and facilities ensuring standards for safety and presentation. The position provides patrons and hirers of Sleeman Sports Complex with high quality customer service and event related assistance to enable the centre to operate effectively.

WORK ENVIRONMENT

The Duty Staff position works within the Aquatics team at the Sleeman Sports Complex. The position reports to the Aquatic Coordinator, Aquatic Supervisor and works closely with the Operations and Facilities Managers and other Team Leaders.

The position has some responsibility for the supervision of other Duty Staff (Lifeguard) including casual staff. The position has responsibility on occasions to act in the role of Chief Fire Warden for Sleeman Sports Complex.

The Duty Staff position may also be required to work at the Queensland Sport and Athletics Centre (QSAC).

This position will require work on weekends, early morning and evening work.



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ORGANISATIONAL ENVIRONMENT

Stadiums Queensland (SQ) manages, operates and promotes the use of the State's major sports, recreation and leisure facilities. <http://www.stadiums.qld.gov.au/>

KEY ACCOUNTABILITIES

- Supervise aquatic facilities and maintain observation of pools and patrons to ensure the safety of all users and respond to emergency situations.
- Provide First Aid treatment and administer CPR with a quick response to incident/injury, coordinating emergency services as required.
- Conduct rostered pool tests and pool maintenance to ensure full compliance with Health Department Regulations.
- Perform delegated and rostered maintenance and cleaning duties to ensure a well presented and safe environment for staff and patrons.
- Provide operational support to the Aquatic Coordinator and other team members in the delivery of events, as required.
- Act as Chief Warden for all facilities within the complex and liaise with emergency services, as required.
- Maintain mandatory qualifications and an appropriate level of fitness at all times during employment, ensuring up-to-date knowledge, competence and ability in lifesaving.
- Ensure all work is undertaken in accordance with SQ's policies and procedures, particularly in the areas of workplace health and safety, equal employment opportunity, workplace harassment, bullying and discrimination.

MANDATORY QUALIFICATION AND/OR EXPERIENCE

- Pool Lifeguard Certification
- First Aid Certification
- Cardiopulmonary Resuscitation (CPR) Certification
- Advanced CPR Certification
- Working with Children Check – Blue Card
- Ability to dive underwater to a depth of five (5) metres



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- Ability to swim 200m in under 4 minutes
- 25m swim/25m tow and oxygen assembly in under 4 minutes
- An appropriate level of physical fitness is required to be maintained.
- A pre-placement medical assessment is a requirement of this job, unless previously undertaken as a current employee of SQ.
- This role has been identified as having a high risk for the contraction of vaccine preventable communicable illnesses. Accordingly, relevant immunisation is a requirement of the position.

(Note: mandatory qualifications must be current at all times and updated, as required)

KNOWLEDGE, SKILLS AND EXPERIENCE

Essential:

- Experience in a lifeguard role
- Ability to remain calm and apply effective lifesaving techniques in high pressure and life threatening situations
- High level customer service skills
- Ability to work within a team environment
- High work ethic, commitment to professional presentation, ethical practice and flexibility in the workplace

Desirable:

- Knowledge of Workplace Health and Safety legislation

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OUR VALUES

Integrity	<i>Authentic, transparent and respected: We are authentic and conduct our business with the highest standards of ethics, integrity and responsibility.</i>
Achievement	<i>Professional, commercial and accountable: We are passionate and take ownership in delivering commercial results and great experiences for our customers. We strive for and deliver greatness, and celebrate individual and team achievements.</i>
Agility	<i>Customer-centric, innovative and agile: We embrace change, encourage innovation and are solutions focussed. We are customer-centric and continuously and flexibly adapt to evolving needs and expectations.</i>
Team	<i>Enthusiasm and passion: We are an energetic and accountable team who work collaboratively as 'OneSQ', embracing diversity of experience and open communication.</i>

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ADDITIONAL INFORMATION

Some out of normal hours work and work on weekends may be required.

Whilst this position is currently located at the Sleeman Sports Complex, the successful applicant may be required to work from any of SQ's venues or offices.

Travel inter/intrastate may require some overnight stays away from the position's location.

This position description details the minimum skills required to perform the duties of this position. Other duties may be allocated, as required.

SQ employees are bound by the ethics principles, which are contained in the SQ's Code of Conduct and the terms and conditions of employment are detailed in the Employment Contract and associated legislation. All staff are expected to familiarise themselves with these.

All managers, supervisors and staff are expected to participate in and positively contribute to the sound corporate governance of SQ. This includes demonstrating a comprehensive appreciation of and commitment to the fundamental principles of corporate governance within which a statutory authority operates.

Managers and supervisors should lead by example in their understanding of and application to corporate governance activities of SQ, in accordance with appropriate legislative requirements, Board policy and established principles.

All successful appointees will be responsible and accountable to the extent of "Duty of Care" (*Work Health and Safety Act 2011*) and required to demonstrate occupational health and safety consciousness, and support and contribute towards risk management initiatives.

SQ employees are required to adhere to security procedures at all times, support and contribute the effectiveness of protective security measures through security awareness, vigilance and reporting.

Where a "Working with Children Check" (i.e. Blue Card) is required to be held for this position, the applicant is to provide evidence of either a valid Blue Card or be willing to make application for the card. Volunteers working in any capacity with children or young people, and paid employees who work in regulated employment (i.e. childcare), are required to hold a valid Blue Card before commencing work. For all other positions that require a Blue Card the applicant may commence in the position pending the receipt of a successful check.

Information submitted by an applicant for this position is subject to the *Right to Information Act 2009* and the *Information Privacy Act 2009*.

Applications will remain current for a period of 12 months.

Your application should address your ability to meet the key accountabilities. SQ's "Additional Information for Applicants" will assist you in developing your application.

Applications should include a current Resume/Curriculum Vitae and be emailed to recruitment@stadiums.qld.gov.au.



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ORGANISATIONAL STRUCTURE

