

## Age Manager Skills Maintenance

### Processing Information Handout to assist Clubs

Club

- **Age Managers are required to complete a proficiency every five (5) years**
- Members can view their own awards via the SLSA members area to ascertain if they need to complete an Age Manager Skills Maintenance - ***or alternatively***
- Clubs can run an award report from Surfguard of Age Manager awardees and then contact the members who are needing to get proficient by email with the requirements on what is involved.

Member

- **A member is considered to be proficient in this award when the following has been completed**
- On completion of the pre-requisite SLS Child Safe Awareness online course (previously Safeguarding)
- On completion of the current Age Managers online course
- On completion of the current working with children check (unless their WWCC is still current)

Club

- The Club can then create a 'bulk proficiency' assessment request in Surfguard for the member/s for Age Manager award - **Allocate and Complete the Surfguard process all the way through** and the members award expiry will be automatically updated for the Age Manager Award.