



## CIRCULAR

SUBJECT	ISSUE DATE	NUMBER
SLSS Duty Officer EOIs Season 2024-2025	Wednesday, 26 June 2024	02/24-25

To	Clubs, Presidents, Secretaries, Captains, Support Operations Group Members
From	Support Operations Manager Duty Officer Coordinator
CC	BOM, LSOC, EC, SSC, Y&JDC, MSC

Surf Life Saving Sydney is seeking Expressions of Interest for Duty Officer positions to be appointed in the Eastern Suburbs (Waverley/Randwick) and Sutherland/Royal National Park Operational Areas for season 2024-2025. The appointments are for a period of one, two or three seasons at the selection committee's discretion.

### What do I need?

A successful candidate will meet the following essential criteria:

- Proficient Bronze Medallion holder (Cert II Public Safety Aquatic Rescue)
- Proficient ART award holder
- Hold Silver Medallion Beach Management Award or new Silver Medalion Patrol Captain Award
- Hold a motor vehicle licence and be able to drive Branch Duty Officer Response Vehicles and comply with relevant SOP's
- Reside within a short distance to the nominated operation area and have the capability to respond to out of hours' incidents
- Ability to commit to a rotating roster during the season - Expected for patrol approximately 1 x full weekend (or single day on agreement) every 6 weeks. Will also need to commit to a minimum of one public holiday during the patrol season

The following criteria is also highly desirable:

- Holder of a current Cert III Public Safety Aquatic Search and Rescue or Higher
- Experience with emergency services or similar
- Support Operations Group experience e.g., SurfCom, Surf Rescue 30, UAV's, RWC Operator
- 5 Years' Experience as a Patrol Captain
- Safety experience and Critical Incident Management in a work environment

### Role

Duty Officers will primarily perform their duties whilst rostered on weekends and public holidays, however they are also required to respond to 13SURF tasking's out of hours and in the off-season. Duty Officers also provide advice and support to Clubs and Patrol Captains during major incidents,

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liaise with emergency services, conduct debriefs and coordinate lifesaving/rescue services at unpatrolled locations during or after hours.

Suitable candidates will be required to undertake mandatory training and commence operations in a probationary/mentored capacity with a mentor/field training assessment officer.

A full position description can also be found in Public Safety Standard Operating Procedures – [PSS9.3 Branch Duty Officer System](#)

### **How to apply?**

Applications are to be in writing using the EOI link provided

[\*\*SLSS EOI Duty Officer Season 2024-2025\*\*](#)

**Closing Date EOIs COB Wednesday 10 July 2024**

EOI's should be in the form of a resume type application addressing the pre-requisites and also outlining any other SLS commitments (paid and unpaid). Please use the [EOI form link](#) provided to apply.

#### Support from Club President & Club Captain

Branch office will contact your Club President and Club Captain after receiving your EOI (whom you will need to provide details for in your EOI to seek letters of support)

Candidates will be required to attend an interview which will be conducted formally in person that you will need to make yourself available to attend. The interview panel will comprise: Support Operations Manager – Simon Smith, Duty Officer Coordinator – Charlie Hort, and Senior Duty Officer - John Restuccia. It is intended that interviews will be conducted late July or in August 2024 at the Branch Office, Little Bay.

If successful, you will be required to attend the SLSS Duty Officer pre-season briefing at the Westpac Lifesaver Helicopter Base at La Perouse on the 31<sup>st</sup> of August 2024.

Any questions in relation to this position can be direct to the Duty Officer Coordinator – Charlie Hort [dutyofficers@surflifesavingsydney.com.au](mailto:dutyofficers@surflifesavingsydney.com.au).

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