

# Position Description

<b>Position Title</b>	Beach Inspector
<b>Position Number</b>	Community Development
<b>Directorate</b>	Recreation & Leisure Services
<b>Business Unit/s</b>	Team Leader – Beach Services
<b>Reports to</b>	Level 5 – Inside Workforce Agreement
<b>Classification</b>	Beach Inspector

## Organisational Overview

The City of Stirling is located eight kilometres north of Perth’s central business district and covers an area of around 100 square kilometres from Scarborough, Trigg and North Beach in the west to Balga and Inglewood in the east, and from Beach Road in the north to Herdsman in the south.

The City is the largest local government by population in WA with over 220,000 residents. We provide more than 200 services to our thriving community, including recreation centres, libraries, home and community care, safety, and events.

The City has a workforce of around 1200 people and a genuine commitment to invest in our employees to achieve an inclusive, diverse, engaged and capable workforce. The City is recognised for supporting work-life balance through a wide range of flexible work options and offering a range of policies and benefits to create opportunities and an enjoyable and fulfilling employment experience.

## Organisational Vision, Mission Statement and Values

### Vision

A sustainable City with a local focus.

### Mission Statement

To serve our community by delivering efficient, responsive, and sustainable service.

### Values

The City of Stirling’s core values are:

- Approachable
- Responsive
- Transparent
- Innovative

## Reporting Relationships

This position reports to the Team Leader – Beach Services.

## Business Unit Objective

To provide and facilitate a wide range of sport, recreation, and healthy lifestyle opportunities for the community through the delivery of strategic infrastructure planning, facility management, club development, beach services and leisure programming.

## Position Overview

To provide for the safety and comfort of the beach going public and effect appropriate Local and State Government laws, regulations and policies relating to beaches and bathing, as well as promote and enhance the City's image among tourists and residents alike.

## Position Objectives

- Undertake preventative life saving measures including the establishment, enforcement and monitoring of safe swimming areas, surveillance, prevention of incidents, rescues, and resuscitation.
- Provide immediate first aid for injuries, both minor and major, sustained in the surf, on the beach or back of beach areas.
- Enforce State Government and Local Laws, regulations, and policies as they apply to the beach.
- Supervise and motivate Casual Beach Lifeguards (during the course of their employment) and ensure that they conduct their activities in accordance with established procedures.
- Undertake Operational Inductions of Casual Beach Lifeguards
- Prepare and participate in employee training programs to ensure familiarity with new and existing operational procedures and equipment, work practices and to maintain a high level of physical fitness.
- Assist with the development and implementation of new technologies to improve the efficiency of Beach Service operations.
- Make recommendations, develop, and implement initiatives in consultation with the Team Leader Beach Services that include operational procedures, equipment, and beach facilities to maximize beach safety.
- Maintain all City beach safety equipment including 4WD vehicles, powercraft, advisory signage, communication equipment and first aid supplies to ensure effective operations.
- Inspect City infrastructure within the beach areas and report any damage or vandalism.
- Liaise and co-ordinate with marine safety and emergency service agencies including WA Police, Dept of Fisheries, Volunteer Sea Rescue, Surf Life Saving WA and volunteer Surf Life Saving Clubs.

- Provide accurate written reports relating to major incidents and compile daily report / log forms.
- Provide direction and advice to Council approved beach activities, including competitions and ensure that agreed conditions are adhered to.
- Ability to work autonomously and show initiative.
- Undertake other duties as directed by the Team Leader Beach Services or Managers in the Business Unit
- Maintain the following awards and certificates:
  - SLSA Bronze Medallion or equivalent (renewed annually)
  - SLSA Advanced Resuscitation Techniques Certificate or equivalent (renewed annually)
  - SLSA IRB Drivers Certificate or equivalent (renewed annually)
  - SLSA RWC Operators Certificate or equivalent (renewed annually)
  - St John Ambulance (or equivalent) Occupational First Aid Certificate (renewed 3 yearly)
  - SLSA Pain Management Certificate or equivalent (renewed bi-annually)

## Corporate Responsibilities

- Contributes to the achievement of corporate objectives by ensuring that stakeholders are dealt with in a professional and timely manner.
- Observe all safe working practices and work as directed by your supervisor.
- Ensure that you take reasonable care to ensure your own safety and health at work and that of others.
- Takes responsibility for and actively promotes the importance of the City's Risk Management processes, encouraging others to apply it and achieve positive results from it throughout their work.
- Understand the principles of customer service and undertake duties and responsibility in accordance with the City's Customer Service Charter.
- Undertake duties and responsibilities in accordance with corporate policies, management practices and procedures and demonstrate expected behaviours aligned with the City's Code of Conduct.
- Perform other duties as directed.

## Selection Criteria

### Qualifications/Education Level

SLSA Bronze Medallion or equivalent.	Essential
SLSA Advanced Resuscitation Techniques Certificate or equivalent.	Essential
Provide First Aid Certificate.	Essential
SLSA IRB Drivers Certificate (or equivalent).	Essential
SLSA RWC Operators Certificate (or equivalent).	Desirable
Current Occupational First Aid Certificate or ability to obtain within the first 6 months of employment.	Essential
SLSA Pain Management Certificate or equivalent	Essential

### Knowledge, Skills, Experience & Abilities

Understanding and appreciation of Council Policies and Local Laws relating to beaches and bathing.	Essential
Thorough knowledge of sea and beach conditions.	Essential
Problem solving and decision-making skills.	Essential
Highly developed customer service skills.	Essential
Highly developed verbal and written communication skills and high level of interpersonal skills.	Essential
Sound conflict resolution and situational management skills.	Essential
Ability to provide coaching and mentoring to develop others.	Essential
Off Road Driving (4WD) operation.	Desirable

### Other

National Police Clearance (under 3 months).	Essential
Current Driver's Licence	Essential

<p>Ability to undertake an annual fitness test comprising:</p> <ul style="list-style-type: none"> <li>• 800m swim in a 50m pool in a time of 14 minutes or less</li> <li>• Lifeguard Mission consisting of: <ul style="list-style-type: none"> <li>• 800 metre beach run</li> <li>• 400 metre surf swim</li> <li>• 800 metre beach run</li> <li>• 400 metre rescue board paddle</li> </ul> </li> <li>• Effect a simulated rescue in surf conditions with a rescue tube, where the rescuer dons the tube, swims out to an assumed unconscious patient, approaches with care, demonstrates deep water resuscitation, and then tows the patient back to shore. On reaching the shore, demonstrate patient drag / carry, lay and assessment. Demonstrate CPR techniques on the patient. Minimum distance of the swim to be 100m from waist depth water.</li> <li>• Effect a simulated rescue in surf conditions using a rescue board, where the rescuer paddles out to an assumed unconscious patient, demonstrates deep water resuscitation, patient retrieval and return of patient to shore. On reaching the shore, demonstrate patient drag / carry, lay and assessment. Minimum distance of the paddle to be 200m from waist depth water.</li> <li>• Effect a spinal carry.</li> </ul> <p>Perform an IRB rescue undertaking the roles of IRB Driver and IRB Crewperson, demonstrating patient retrieval and return of patient to shore.</p>	<p>Essential</p>
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Position Creation Date	Date 4 April 2021	Officer	Text here
Last reviewed/Modified	Date 25 August 2023	Officer	Beach Service - Team Leader