

RECREATION LEADER

Position Number:	Internal
Banding/Remuneration:	Band 2
Division/Branch:	Community Services / Active Monash
Reports To:	Aquatics Programs Team Leader
Date Approved:	October 2024

Position Objectives:

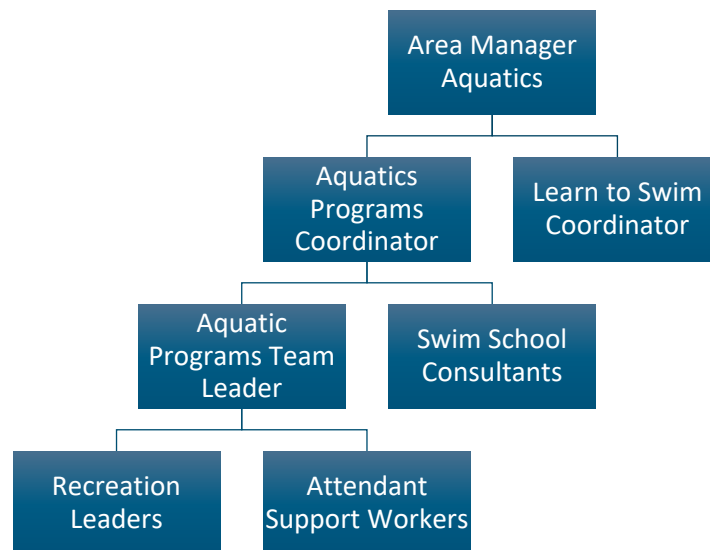
The Recreation Leader will lead fun, safe and engaging aquatic leisure program's including Birthday Parties, weekend and School Holiday activities and facility fun days with a focus on providing professional aquatic programs in a safe and nurturing environment.

Through a strong customer service focus, the Recreation Leader will ensure children and their parents are gaining maximum benefit and enjoyment from the services provided.

Leadership Structure:



Team Structure:



Key Responsibility Areas:

- Maintain required qualifications.
- Deliver birthday party activities as per the Active Monash party plan.
- Implement the Active Monash policies and procedures ensuring a safe and secure environment for all.
- Supervision of participants in birthday party groups and recreational activities.
- Complete required administration task specific to the aquatic recreation area.
- Attend training as set out by the Centres' and Aquatic Team.

Accountability and Extent of Authority:

- Ensures safety of students and birthday party participants.
- Provides direction to students and birthday party participants.

Judgement and Decision Making:

- Exercises judgement over the behaviour of guests ensuring that they do not place themselves or others at risk.
- Determines participants level of competency/skills and recommends appropriate programs within party and recreational activity guidelines.

Specialist Knowledge and Skills:

- Lead and supervise aquatic games and activities.
- In-water Rescue training.
- Knowledge and understanding of recreation programs.
- Knowledge of Occupational Health and Safety issues.



Management Skills:

- Ability to work independently and in a team environment.
- Sound organisational and time management skills.

Interpersonal Skills:

- Highly developed interpersonal and communications skills, with particular abilities in recreational aquatic environment.
- Ability to foster and develop confidence in the Active Monash recreation programs, focusing on parents, children and schools.
- Strong customer service approach to the role.
- Ability to convey clear instructions and information to guests.
- Ability to work in a team and help foster team goals.

Qualifications and Experience:

- Current AUSTSWIM Teacher of Swimming and Water Safety and or Pool Lifeguard Certificate.
- Current CPR Qualification.
- Working With Children.
- First Aid (desirable).

Key Selection Criteria:

- Relevant qualifications in either AustSwim Instructor or Pool Lifeguard, and skills in managing participants of various ages and abilities in an aquatic environment.
- Experience in the Aquatics and Recreation Industry.
- Strong organisation and excellent customer service skills.
- Ability to work in a team and help foster team goals.
- Well-developed time management and supervision skills.
- Well-developed problem-solving abilities and communication skills.
- Must be available for evening and weekend work.