



Surf Life Saving Australia - Circular

Title:	Silver Medallion Patrol Captain Resources Editorial and Advisory Working Group – Expression of Interest
Document ID:	Circular 30/19-20
Audience:	State Education, Lifesaving and Sport Directors; State Education, Lifesaving and Sport Managers; Active Members, Trainers, Assessors, Facilitators
From:	Pamela Simon, Learning & Development Manager Chris Jacobson, Chair of Lifesaving
Date:	30 th October 2019
Summary:	<p>Surf Life Saving Australia (SLSA) is seeking expressions of interest for the Silver Medallion Patrol Captain Resource Editorial and Advisory Working Group (SMPCWG19).</p> <p>The objective of this working group is to review the content of the current Silver Medallion Beach Management Award which will be renamed to the Silver Medallion Patrol Captain Award to better align with the award outcomes. The review will ensure that the resources are in line with organisation and industry needs, ready for the 2020/21 season.</p>

Overview

Surf Life Saving Australia (SLSA) is seeking expressions of interest for the Silver Medallion Patrol Captain Resource Editorial Advisory Working Group (SMPC19WG).

The working group is responsible for the review of the current Silver Medallion Beach Management Award (to be renamed Silver Medallion Patrol Captain Award) resources and the development of new resources in line with organisation and industry needs, as well as the nationally recognised Unit of Competency (UoC) embedded within the course; PUAOPE027A Undertake beach safety management activities, which forms part of the nationally recognised qualification PUA31312 Certificate III in Public Safety (Aquatic Search and Rescue).

The development of updated resources for the Silver Medallion Patrol Captain Award reflects SLSA's commitment to continuous improvement, based on best practice for managing a lifesaving or lifeguarding team in emergency and non-emergency situations. The content of resources is continually evaluated and updated to meet changing demands of the role of a Patrol Captain. These measures ensure that SLSA maintains its position as the world leader in water safety.

A Lifesaving Curriculum Review has just been completed which has identified the need for a number of major changes in this award. The first meeting for this working group is expected to take place in December 2019.

Terms of Reference

Please refer to Appendix 1 for a copy of the Working Group's Terms of Reference (TOR).

Online Expression of Interest Form

An online expression of interest form has been designed to collect information from members wishing to be part of the working group.

Expressions of interest received will go to your SLS state/territory centre for endorsement. The personal details of nominees collected by Surf Life Saving Australia are for selecting working group members only. They will be disclosed to the SLSA board, committee chairs and Surf Life Saving Australia staff.

[Click here](https://www.surveymonkey.com/r/SMPCWG19-EOI) to submit your expression of interest or enter the below address into your web browser:
<https://www.surveymonkey.com/r/SMPCWG19-EOI>

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Selection Process

1. Completed expressions of interest submitted before COB Monday 11th November 2019 only will be accepted. No late submissions will be accepted.
2. All expressions of interest will be considered by the working group chair as per the Terms of Reference.
3. Applicants will be notified of their further involvement by Monday 18th November 2019.

Further information

Please contact the SLSA Learning and Development Coordinator if you have any questions about the process or completion of the online expression of interest form. Email: sverhoef@slsa.asn.au Phone: 02 9215 8027

Appendix 1

Surf Life Saving Australia	
Terms of Reference	
Name:	Silver Medallion Patrol Captain Editorial and Advisory Working Group
Created/Authorised by:	Pamela Simon - National Learning and Development Manager Chris Jacobson - SLSA Chair, Lifesaving
Type of Group:	Working Group
End Date/Review Date:	May 2020
Responsibilities:	<ul style="list-style-type: none"> • Contribute to the development of relevant and practical Silver Medallion Patrol Captain Learner Guide content that will enable SLS personnel to focus their efforts on the core skills required by volunteers for undertaking the role of Patrol Captain. • Provide a high-level overview of award content and identify if there are any suitable units of competency which align.
Level of Delegation (where required)	<p>The working group has no delegation for approval of expenditure. The working group is not intended to replace the decision-making authority of SLSA or stakeholders or replace the associated accountabilities of their respective boards or staff.</p> <p>The working group can make recommendations on:</p> <ul style="list-style-type: none"> • Proposed changes to the Silver Medallion Patrol Captain resources content
Composition:	<p>The Committee shall be comprised of:</p> <ul style="list-style-type: none"> • The SLSA Chair, Lifesaving • 1 x Education representative • 1 x Lifesaving representative • 3 x Independent members • The SLSA Learning and Development Coordinator or his/her nominee (who shall act as secretariat); National Learning and Development Manager, and the National Lifesaving Manager <p><i>Note 1:</i> The composition of the Committee should reflect where possible the diversity of SLSA membership. <i>Note 2:</i> Visitors and/or observers may attend meetings by prior consent of the Chair.</p>



Appointed By:	SLSA Chair of Lifesaving
Reports to:	Education and Lifesaving Committees
Quorum:	The quorum for any working group meeting shall be at least four (4) members entitled to vote.
Meeting Schedule:	The working group shall meet as required face-to-face or by alternate to progress the review within the project timeframes. Engagement outside of agreed meetings may also be required.
Provision of Recommendations:	All listed members excluding the chairperson and SLSA staff, shall be entitled to contribute to any recommendation at all meetings at which they are present in person, or by proxy. The chairperson shall have the right to determine the final recommendation where a consensus cannot be reached.