

# Age Manager Role Description

POSITION	REPORTS TO	DATE REVIEWED
Age Manager	Junior Activity Chair	May 2023

## PURPOSE STATEMENT

Age Managers are volunteers who plan and deliver the Nipper Program at their club to children aged between 5-13 years. The goal of an Age Manager is to create a fun, safe learning environment while developing future surf lifesavers through the building of knowledge, skills and confidence.

## ROLES & RESPONSIBILITIES

### All Age Managers will:

- Ensure the safety and well-being of the group.
- Take responsibility for the education of a group.
- Facilitate fun learning programs in line with Age Guides that develop surf lifesaving and personal, leadership and teamwork skills.
- Establish, coordinate and report on all operational aspects relating to the age group.
- Foster a collaborative approach to the management of their age group.
- Complete SLS - Child Safe Awareness Course via Members Area eLearning.
- Complete the mandatory Age Managers Proficiency Video update annually.
- Wear the required Age Manager uniform as determined by the club.

### Depending on their skills, experience and availability, some Age Managers will also:

- Become an Age Manager Mentor. An Age Manager Mentor is an Age Manager with a minimum of 3 years' experience who has been active in the role of an Age Manager within the last five (5) years.
- Liaise with the club's Youth Development Officer and management team/committee.

### Key Challenges

- Creating lesson plans that provide variety and the appropriate level of complexity to keep young children engaged, and motivated.
- Dealing with challenging behaviour of nippers and/or their parents and responding appropriately to best resolve the issue.
- Engaging parents and volunteers to become members and gain awards e.g. Age Manager

### Role Requirements

- Complete the SLS - Child Safe Awareness Course
- Hold a current SLSA Age Manager Course Award
- Hold a current WWCC
- Be a current, financial club member
- Minimum of 15 years old

### ESSENTIAL KNOWLEDGE AND SKILLS

- Ability to work with children and communicate effectively with young people
- Commitment to safeguarding children and young people
- Ability to work as part of a team
- Ability to seek assistance and support when required
- Organisational skills, in particular the ability to coordinate large groups of people
- Ability to deliver creative, educational and fun sessions
- Self-awareness in relation to their level of competence and any limitations
- Basic knowledge of surf lifesaving

### CHARACTERISTICS

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• Confident</li><li>• Organised</li><li>• Resilient</li><li>• Good prioritisation skills</li><li>• Friendly, positive and enthusiastic</li></ul> | <ul style="list-style-type: none"><li>• Ability to work with a range of people</li><li>• Good time management</li><li>• Passionate</li></ul> |
|--|--|

### KEY STAKEHOLDER RELATIONSHIPS

- Nippers and nipper parents/families
- Junior Activity Chairperson
- Water Safety Supervisor and Teams