



SLSA Age Managers Assessment Portfolio

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Cover Page

This assessment portfolio details the evidence to demonstrate competence in the SLSA Age Managers course.

Once you have completed your Age Manager theory course, you and your assigned Age Manager Mentor are expected to follow through with your on-the-beach technical and mentoring sessions under the mentor's supervision.

Participant details

First named

Surname

Date of birth

Club

Contact phone

Contact email

Age manager mentor assigned by club's Junior Activities Committee

Present this age manager mentor with a copy of the online course completion certificate (if completed the theory component online).

First name

Surname

Date of birth

Club

Contact phone

Contact email

Competency record

SLSA course	SLSA award requirements met? Tick for yes, leave blank for no.	Date	Age manager mentor initials
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Age manager

☐

On beach tasks	Organised? Tick for yes, leave blank for no.	Date	Age manager mentor initials
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Technical session

☐

Mentor session/s

☐

Course Introduction

The SLSA Age Managers course has been developed to assist you with your role. The program will allow you to develop a greater knowledge about how SLS operates, and provide you with the skills and knowledge to assist you in the successful coordination and delivery of Nippers.

Course outcomes

By the end of the course and successful completion of the practical requirements, you will be able to:

- understand the roles and responsibilities of the age manager and the age manager mentor
- develop strategies to work with children, parents and guardians, coaches, officials and club administrators
- manage risks across the beach environment
- cater for the physical, emotional and social development of Nippers in your care
- safely deliver lesson plans
- emphasise fun and participation through educational games and engaging activities
- utilise various communication, teaching and behaviour management strategies to help Nippers learn basic skills.

SLSA award entry requirements

To become a qualified SLS Age Manager, you must:

- be a minimum of 16 years old
- successful completion of the online Age Manager course (or face to face equivalent)
- have completed the relevant state/territory legislation check(s) for working with children
- have completed the online Child Safe Awareness Course
- be a financial member of a club

and each year:

- watch the annual Age Manager Skills Maintenance video to remain proficient

Process to become an age manager

- Contact your club's Junior Activities Committee. They will assign you an age manager mentor and outline course delivery options.
- Complete the online SLSA Age Managers course or attend a face-to-face SLSA Age Managers course presentation, which covers the theory component of this course.
- Commit to attending on-the-beach mentoring sessions with an age manager mentor to help you put into practice the skills learned, before being comfortable in delivering Nipper activities on the beach. These one-on-one sessions with the mentor are encouraged to be relaxed and fun.
- Technical sessions could also be assisted by asking a foundation coach.

Skills maintenance

Age Managers must complete a proficiency every **12 months** to remain proficient (changed from five years). A member is considered to be proficient if they hold:

- On completion of the Age Managers online or in-person course
- On completion of the Child Safe Awareness online course
- A current Working With Children Check (WWCC) or equivalent requirement for their state/territory
- Watch the annual SLSA Age Manager Video Update released each season

It is recommended that age manager award holders take part in an annual update session prior to the start of each Nipper season, led by your club's Junior Activities Committee to identify and bridge any skill gaps.

What you need to complete this course

- The SLSA Age Managers Learner Guide
- This assessment portfolio
- An age manager mentor assigned to you by your club's Junior Activities Committee

- Access to the Junior Development Resource Kit on the SLSA Members Area (members.sls.com.au > Document Library > Nippers)
- Access to the online learning platform if you are undertaking the blended version of this course. Access can be granted through the SLSA Members Area (members.sls.com.au). See the SLSA Age Managers Learner Guide for steps to access the online course
- Access to SLSA, state/branch and club policies.

Review Questions

These questions are designed to assist your understanding and underpin your knowledge required to demonstrate competency in the role of an age manager. Use the spaces provided to clearly record your responses to each of the questions. If you do not understand some or all of the questions, please ask your age manager mentor for assistance.

Topic 1—Surf Life Saving Australia

Question 1.1

What are the five (5) core activities of the Surf Life Saving movement?

- 1
- 2
- 3
- 4
- 5

Question 1.2

What are the key principles that drive conduct and behaviour which are common across SLSA?

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Topic 2—The role of an age manager

Question 2.1

What does 'duty of care' mean?

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.....

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Question 2.2

What is an age manager responsible for?

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.....

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Question 2.3

What is an age manager mentor responsible for?

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.....

Question 2.4

What are the Junior Preliminary Evaluations and when should they occur?

.....

.....

.....

Question 2.5

What is the maximum supervision ratio of Nippers to water safety?

.....

.....

Topic 3—Creating a safe environment

Question 3.1

Name three (3) important SLSA policies related to juniors and briefly state why each is important.

- 1
- 2
- 3

Question 3.2

Complete the below acronym that can be used to plan for inclusion:

C

H

A

N

G

E

I

T

Question 3.3

Complete the below acronym that can be used to deliver feedback:

B

I

O

Question 3.4

How can you encourage parent participation?

.....

.....

.....

Question 3.5

How can you respond to inappropriate parent behaviour?

.....

.....

.....

Question 3.6

How would you handle this scenario?

Two 15-year-old girls make a verbal complaint to a lifeguard’s supervisor. They say that the lifeguard, a 17-year-old boy, asked one of them to go into the disabled person’s change room with him. He later came in and stood near them when they were getting changed. The girl will not make a written complaint and does not want to involve her parents. The 17-year-old lifeguard denies the allegation.

- a) Investigate
- b) Report/escalate
- c) Dismiss

Question 3.7

Rank these behaviours on the scale of positive to abusive.

A surf club has its own Facebook page to which kids can become members. An age manager of the U13s Nippers tells his squad that he wants them to become friends with him on Facebook because it’s easier to send them information. Some of them become friends with the age manager. Several team members explore the Facebook site, and discover some photos from a wild party that the age manager held with his friends. These photos show drunkenness and partial nudity.

Positive	Acceptable	Neutral	Inappropriate	Abusive
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Topic 4—How children learn and grow

Question 4.1

The Junior Development Program lesson plans are broken up into which three (3) areas of instruction?

1

2

3

Question 4.2

List three (3) barriers to learning and state a solution to overcome each barrier:

1

2

3

Question 4.3

What are the four (4) key steps when facilitating learning and demonstrating skills?

1

2

3

4

Question 4.4

What elements of an activity help ensure maximum engagement of all participants?

.....

.....

.....

Question 4.5

How should Nippers be grouped for activities to accommodate growing and developing children?

.....

.....

Question 4.6

How can you be a good role model for body image?

.....

.....

.....

Question 4.7

What are the five (5) stages of youth development?

1

2

3

4

5

Question 4.8

What are the three (3) phases of skill acquisition?

1

2

3

Topic 5—Junior Development Program

Question 5.1

What are the explicit outcomes in the Junior Development Program?

.....

.....

.....

Question 5.2

List three (3) examples of implicit outcomes that develop due to the supportive, fun and nurturing environments in which a program is run.

1

2

3

Question 5.3

List three (3) examples of the principles reflected in the SLSA’s Junior Development Program and briefly describe what they are:

1

2

3

Topic 6—SLSA Junior Development Resource Kit (JDR)

Question 6.1

What’s in the JDR?

.....

.....

.....

Question 6.2

What are the three (3) main parts to an age guide?

1

2

3

Question 6.3

What does a lesson plan help you to do?

.....

.....

.....

Question 6.4

When can you tick/sign off a Nipper?

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.....

.....

Topic 7—Programming a Nipper season

Question 7.1

What is the aim of the Nipper season calendar?

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.....

.....

Question 7.2

What does your club’s Nipper season calendar include?

.....

.....

.....

Question 7.3

List some examples of wet weather topics and activities:

.....

.....

.....

Question 7.4

What activities can you encourage Under 14 members to conduct to promote continued involvement with Surf Life Saving beyond the Junior Development Program?

.....

.....

.....

Question 7.5

What are the benefits of inter-club competitions and events?

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.....

.....

Question 7.6

What must a Nipper complete to compete in intra-club, inter-club, branch and state competitions?

.....

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.....

Technical Session

Instructions to participant

Age Managers are required to commit to attending an on-the-beach technical session(s) with an age manager mentor. This technical session is recommended to include time with a foundation coach.

The age manager mentor is responsible for making sure core beach skills are achieved and provide the age manager strategies for Nippers to learn these skills under different weather, water and beach conditions.

Technical session core skills

Beach flags	
	Starting position
	Up and run
	Diving for a beach flag
Beach sprints	
	Crouching beach sprint starts
	Sand running technique
	Beach sprint arm and leg drive
	Finishing beach sprints
Swims	
	Wading
	Surf swimming techniques
	Dolphin-diving
	Diving under large waves
	Body boarding
	Surf race
	Run-swim-run
	Rescue tubes
Boards	
	Carrying boards
	Board care
	Basic board positioning
	Paddling
	Entering and negotiating the surf on a board
	Board dismounts
	Catching waves on a board
	Rolling under a wave on a board
	Board race
	Body boards to assist distressed swimmers
	Board rescue
Relays	
	Beach relay baton changes
	Board relay
	Wade relay
	Cameron relay transitions
	Ironman/Ironwoman

On-the-Beach Mentoring Sessions

Instructions to participant

After age manager technical sessions have been completed and core skills achieved, age managers must commit to undertaking on-the-beach mentoring sessions with an age manager mentor whilst conducting nipper activities.

These on-the-beach mentoring sessions are intended to be equitable, fair and flexible. If you feel that changes to these sessions should be considered to make them more so, immediately contact your club's junior activities committee who will attempt to make alternative arrangements.

State contacts:

Surf Life Saving New South Wales

Phone: (02) 9471 8000

Postal Address: PO Box 307, Belrose NSW 2085

Email: info@surflifesaving.com.au

Surf Life Saving Tasmania

Phone: (03) 6216 7800

Postal Address : PO Box 1588, Mornington TAS 7018

Email: development@slst.asn.au

Surf Life Saving Northern Territory

Phone: (08) 8985 6588

Postal Address: PO Box 96, Nightcliff NT 0814

Email: surf@lifesavingnt.com.au

Life Saving Victoria

Phone: (03) 9676 6900

Postal Address: PO Box 353, South Melbourne VIC 3205

Email: mail@lsv.com.au

Surf Life Saving Queensland

Phone: (07) 3846 8000

Postal Address: PO Box 3747, South Brisbane QLD 4101

Email: info@lifesaving.com.au

Surf Life Saving Western Australia

Phone: (08) 9207 6666

Postal Address: PO Box 700, Balcatta WA 6914

Email: mail@slswa.com.au

Surf Life Saving South Australia

Phone: (08) 8354 6900

Postal Address: PO Box 117, West Beach SA 5024

Email: surflifesaving@surflifesavingsa.com.au

On-the-beach mentoring sessions

The on-the-beach mentoring sessions are conducted under the guidance of an age manager mentor and are designed to ensure the participant has a broad knowledge of the requirements of an age manager.

Examples of the activities and areas that will be covered in the sessions are listed below for reference.

Demonstrate awareness of beach set-up factors.

- Set up the beach.
- Speak to patrol captain and/or water safety about surf and weather conditions.
- Meet water safety requirements.
- Communicate with other age managers.

Contribute to a safe environment.

- Do hazard assessment walk.
- Know sun safety requirements.
- Check shade & hydration.
- Check equipment.
- Know emergency procedures (e.g., first aid, missing child).
- Know signals.

Inform parents and children.

- Give clear and concise instructions using inclusive language.
- Speak to the group at commencement of the day.
- Speak to the group at conclusion of the day.
- Know club structure.
- Know the club procedure for changerooms and toilets.

Maintain accurate records.

- Receiving/maintaining/returning children.
- Record head count regularly (especially after each water activity).
- Record attendance after delivering each lesson in the record sheet.
- Record if a Nipper has satisfied the learning outcomes in the Nipper App.

Plan and deliver a learning activity.

- Know what outcomes are important.
- Plan for inclusion.
- Know where to go for resources, ideas, activities.
- Plan on the day (e.g., wet weather options).
- Deliver lesson plan
- Allow enough time for Nippers to practise.
- Collaborate with other age managers, coaches and/or trainers.

Maintain group engagement in activities.

- Conduct an engaging activity.
- Emphasise fun.
- Adapt or modify activities to suit different needs.
- Encourage collaboration.
- Allow for choice.
- Provide effective feedback.
- Challenge Nippers to think independently.
- Encourage Nippers to compete against themselves.
- Use Nippers' names.

Course Evaluation Form

Your evaluation of this program is very important.

It enables us to improve our training programs and the quality of our service.

Date:	
Course location:	
Age manager mentor name:	

Statements	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
General comments on course					
The course was explained to me prior to commencing and met my expectations.					
The course had the right balance between theory and practice.					
The course was the right duration and intensity.					
General comments on course content					
The course materials were clear and easy to follow.					
The activities were realistic and effective.					
The course materials will be a useful ongoing reference.					
General comments on training personnel					
Their knowledge was sufficient to effectively deliver the course.					
They kept the course interesting and interactive.					
They provided clear and complete answers to questions.					
General comments for the facilitator/s					
My knowledge and skills have increased as a result of this course.					
This course has helped me meet or clarify my goals.					
The course assessment activities were fair and realistic.					
General comments about the overall outcomes of the course					

Thank you for taking the time to provide this feedback

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