



Position Description

Position:	Learn to Swim / Water Safety Teacher or Lifeguard
Position Status:	Casual
Classification:	Level 4 or 5, in accordance with The Educational Services (Schools) General Staff Award 2020
Reports to:	Aquatic Centre Manager. All positions in the College ultimately report to the Principal.

Presbyterian Ladies' College

Established in 1875, Presbyterian Ladies' College (PLC) is a leading Christian independent school for girls from Kindergarten to Year 12, with onsite boarding available from Year 7.

The campus is situated in the east of Melbourne on a 16-hectare site, creating a unique environment of a school in a park.

Our core values, underpinned by our Christian Ethos, are Integrity, Empathy, Courage, Delight and Service, and these provide an enduring foundation for dynamic learning.

The College Mission is an outstanding education within a Christian context that:

- prioritises care
- promotes holistic development and growth
- personalises learning
- provides enriching opportunities
- perpetuates principled living and a service ethic
- prepares students for their time as scholars, thinkers, citizens, advocates, and leaders

Our consistently impressive academic results reflect the high-quality teaching, dedication of the students and visionary leadership for which the College has long been renowned.

We value and nurture the individual strengths and passions of the students. The personal development of our students is our priority with extensive age-appropriate care and wellbeing programs. Asian and European language studies are part of the curriculum from Prep to Year 12 with many students continuing foreign language study through either the Victorian Certificate of Education or the International Baccalaureate pathway.

The students' talents and interests are nurtured within a rich curriculum program, as well as through extensive co-curricular offerings.

Our ultimate goal is to develop girls who are fully prepared and will flourish in their life and work well beyond school as they contribute in meaningful ways to their community as scholars, thinkers, citizens, advocates and leaders.



Position Overview

The PLC Aquatic Centre is committed to providing educational programs which aim to develop competency in the lifelong skills of swimming, water safety and survival, health and physical activity in aquatic environments whilst focusing on participation and having fun.

Reporting to the Aquatic Centre Manager, this position may be employed across one or several of the following areas: Teacher of Swimming and Water Safety or Lifeguard.

Key Responsibilities

Examples of duties include but are not limited to:

- teaching any of the PLC Learn to Swim and Water Safety Programs (out of school hours, the Junior and Senior School and holiday programs)
- pool supervision and lifeguarding
- responsibilities relating to opening/closing the centre
- cleaning and relevant administrative work associated with these programs
- other duties as required by the Aquatic Centre Manager

Other Duties

- actively contribute to a broad range of aquatic activities and have flexibility to undertake all rostered duties
- attend staff meetings and staff professional development days as directed
- maintain qualifications specifically for accreditation and / or lifeguard training as required
- as directed by the Aquatics Centre Manager

Key Relationships:

- Aquatic Centre Manager
- Learn to Swim Coordinator
- Aquatic Centre Staff

Qualifications / Registrations / Certifications:

- Current First Aid and CPR Certificate - 'Provide First Aid' (HLTAID011)
- AUSTSWIM Certificate or Victorian equivalent
- Anaphylaxis and Asthma Management certificates
- Teacher of Swimming and Water Safety / Swimming Australia Teacher
- Current Working with Children Check (Employee)
- Lifeguard certification (if required)

Desirable

- Advanced AUSTSWIM Awards

Knowledge, Skills and Experience:

- ability to stay abreast of current and developing trends in school aquatics (i.e. new training techniques and technologies)
- enthusiasm and the ability to motivate and engage students
- excellent interpersonal and communication skills with coaches, students and parents
- ability to work as part of a team



- good organisational and ICT skills and strong attention to detail

Key Attributes:

- a positive, trusted and respected role model for staff within the Department
- focused on building a culture of collegiality and professionalism within the Department
- timely and effective decision maker who ensures the smooth running of the Department
- an advocate for the international mindedness of the School
- ability to work independently and collaboratively as required
- calm under pressure
- exceptional communication skills, displaying sensitivity and discretion
- positive and proactive approach to students, peers, parents and members of the wider community
- possesses a strong work ethic
- commitment to striving for continuous improvement and achieving exceptional outcomes
- high levels of confidentiality, trust, credibility and honesty
- strong organisational skills and administrative capability
- a proactive approach to the effective pastoral care of students
- ability to adapt and operate effectively in a challenging and changing environment
- a commitment to ongoing professional learning and growth in skills

Additional Information Relating to the Position

From 13 May 2024, as a prerequisite of employment, all staff members must acknowledge they have read and understood the contents of the PLC Recruitment Pack and will comply with PLC's Child Safety, Health & Safety, and Policy & Compliance commitments by signing the relevant section in their contract prior to commencing employment.

Mrs Cheryl Penberthy

Principal

December 2024

The purpose of this position description is to provide a general overview of the key responsibilities of the position and is not intended to represent the entirety of the position nor is it intended to be all-inclusive