

Circular

Title: Standard Operating Procedures (SOPs) Working Group – Expressions of Interest
Document ID: C24008
Department: Lifesaving
Audience: Surf Club Members
Date: 30 January 2024

Summary:	Surf Life Saving SA is seeking expressions of interest from suitably experienced members to join the Standard Operating Procedures (SOPs) Working Group.
Action:	Review the Terms of Reference, criteria and submit an expression of interest.

BACKGROUND

The Standard Operating Procedures (SOPs) Working Group has been established as a subcommittee of the Lifesaving Advisory Committee to consider and make recommendations, and assist with the development of, Standard Operating Procedures (“SOPs”), in relation to operational areas of Surf Life Saving SA.

The role of the Working Group is to consider and make recommendations, and assist with the development of, Standard Operating Procedures, in relation to operational areas of Surf Life Saving SA by:

- Contributing to the review, development, and implementation of Standard Operating Procedures, as directed by the Working Group Chair
- Providing subject matter advice as required
- Providing insights and recommendations, relating to Standard Operating Procedures, to the Board, Committees of the Board, and other teams, via the Working Group Chair
- Ensuring the ongoing development and quality improvement of SLSSA lifesaving operations, services, activities, and development are supported by Standard Operating Procedures
- Working with other SLSSA Committees, Working Groups, and teams to meet the role of the Working Group, at the direction of the Working Group Chair
- Supporting the rollout of Standard Operating Procedures through training and development

Surf Life Saving SA is seeking expressions of interest for up to four (4) general members to join the Working Group.

Criteria

- Must be a financial member of a Surf Life Saving Club
- Must have demonstrated experience in Surf Life Saving, emergency management or other relevant discipline

Application Process

Click here to submit an expression of interest <https://slssa.wufoo.com/forms/x12oqmyj1x6a7ak/>

Date	Action
30 January – 6 February	Expressions of Interest open
12 February – 16 February	Candidate interviews (if required)
19 February	Working Group members selected
26 February	Lifesaving Advisory Committee endorses members
27 February	Candidates notified of outcome

Expressions of interest close 6 February 2024.