

Aquatic Industry Development Manager

The purpose of this role is to manage a diverse range of Risk and Industry Services that will have a positive impact across NSW ACT and TAS with a specific focus on Business Develop and Growth.

Work Location	Castle Hill, NSW
Reports To:	General Manager, Drowning Prevention and Education
Direct Reports	Health and Safety Coordinator, Membership and Events Coordinator, Risk Services Admin Officer, Safety Assessors
Department	Drowning Prevention and Education

Selection Criteria

Essential	<ul style="list-style-type: none"> • Excellent communication skills – written and verbal. • Demonstrated ability to communicate and build relationships with internal & external stakeholders such as SLS members and clubs, LGA's, schools, community groups, and members of the public at all levels. • Intermediate to advanced Microsoft Office Skills (word, excel, PowerPoint, Project). • Excellent time management skills with the ability to multi-task • Previous experience of working in Risk, Aquatic Industry or Workplace Health and Safety • Strong attention to detail. • Demonstrated ability to effectively work with and manage staff. • Demonstrated experience managing events and/or programs/projects, including program evaluation. • Previous experience developing and managing budgets. • Previous experience developing and managing operational business plans. • Proven ability to collaborate across department/portfolio areas. • Current driver's licence. • Some out of usual business hours and on call work and travel within NSW are inherent requirements of this role.
Desirable	<ul style="list-style-type: none"> • Tertiary qualifications or equivalent experience in management, program coordination, community services or similar. • Knowledge of Royal Life Saving in Australia. • Previous experience working for a community based/not for profit organisation.



Key Roles and Responsibilities

Industry Engagement	<ul style="list-style-type: none">• Build and maintain relationships with Aquatic Facility and Key Industry organisational representatives as it pertains to Aquatic Risk and the Industry• Build Safety Partnerships across the three states with key Local Governments and Management organisations• Work closely with regional staff to identify organisations and individuals with a commitment to Aquatic Industry Engagement• Regularly engage with the Training Services Manager and Product Services to expand our Safety Services and products• Oversee Industry Engagement events, and sponsorship• Act as a mentor to other industry engagement and risk staff to assist their professional development and ensure they are aligned with strategic initiatives• Develop and maintain relationships with Royal Life Saving staff at a state and national level as it pertains to the Aquatic Industry
Risk Services	<ul style="list-style-type: none">• Lead the expansion of business development activities for aquatic risk and industry services• Manage and oversee the provision of safety assessment and consultancy services with the lead auditor and Aquatic Risk Officers• Manage and oversee the growth and development of Industry Programs with aquatic facilities and management agencies• Facilitate the development of Information Technology associated with our Risk Services• Lead the develop of In-Service Training and assessment services• Facilitate the provision of services with Industry Suppliers to create greater linkages across the organisation
General	<ul style="list-style-type: none">• Adhere to the relevant RLSNSW policies and procedures that relate to Management and Staff.• Represent RLSNSW in a professional manner while undertaking work on RLSNSW Health Promotion Programs• Represent RLSNSW as a media spokesperson when required• Support public awareness of RLSNSW key messages.• Assist the Senior Management Team with any other reasonable tasks as required.

