

Position Description – IRB Manager

Position Objective:	<ol style="list-style-type: none"> 1. Manage the activities of the IRB section in such a way as to achieve the best possible results for Anglesea SLSC. 2. Work to ensure all sections work together in a positive manner concerning IRB's. 3. Take a longer term view to positively build the section over a number of years. 4. Ensure all club, LSV and SLSA policies are observed and implemented including Risk Management, Member Protection and Personal Protective Equipment.
Responsible To:	Vice President Lifesaving Director of Rescue Services
Reporting Positions:	IRB Captain Chief Instructor – IRB
Financial Authority:	As per ASLSC Expenditure Policy & ASLSC Procurement Policy
Functions:	<p>General</p> <ol style="list-style-type: none"> a. Actively encourage participation in IRBs by Club Members b. Responsible to audit and resupply all fuel and oil for IRB and Polaris usage c. Ensure IRB equipment is presented for annual gear inspection d. Oversee the care and maintenance of all IRBs and ancillary IRB equipment that is the property of the Club; e. Maintenance of an IRB section asset register on Surfguard; f. Manage and oversee the issue and utilisation of all IRBs and ancillary IRB equipment that is the property of the Club g. Responsible for the upkeep and supervision of the premises at which the IRB and ancillary equipment is stored; h. Provide the Board with a proposed budget and annual plan within a time frame specified by the Executive; i. Will work and communicate frequently with the relevant Directors to ensure IRB's are available for water safety at: <ol style="list-style-type: none"> I. Nippers II. Reguals III. Summer Competition events IV. Club fund raising activities V. Training days VI. Rock2Ramp <p>Will work with the IRB Captain and Director of Surf Sports to:</p> <ol style="list-style-type: none"> a. Oversee and manage all IRB competitors and equipment during the Inter-Club competitions and any event at which they compete; <p>Will work with the Director of Rescue Services to:</p> <ol style="list-style-type: none"> a. Ensure that an appropriate number of IRB's are ready for Patrol and Rescue Services b. Shall attend Rescue Services and Club Committee Meetings <p>In conjunction with the Chief Instructor – IRB and the Director of Member Development</p> <ol style="list-style-type: none"> a. Shall ensure an appropriate number of IRB's are ready for training and regual sessions