



JOB DESCRIPTION – SAFETY OFFICER

Responsible to: Club Management Committee

RESPONSIBILITIES AND DUTIES

- Ensure the Surf Club Work Health and Safety & Rehabilitation systems are up to date
- Implement and oversee risk management procedures
- Set up, implement and monitor injury reporting system
- Carry out investigations of Surf Club workplace incidents
- Set up, implement and monitor Work Health & Safety education and training systems
- Implement systems to review workplace stress and critical incidents
- Implement rehabilitation and “Return to Surf Club Duties” procedures

KNOWLEDGE AND SKILLS REQUIRED

- Experience working as a WH&S Officer or similar role