

SLSA Age Managers Course Online Guide



Table of Contents

Introduction	3
AMC Online Instructions	4
Surf Life Saving Offices	5
Certification	6
Third Party Form	7
SLSA Code of Conduct	8

Introduction

An age manager plays an important role in the development of junior members within Surf Life Saving Australia (SLSA). Junior members comprise of approximately 40% of the total membership of SLSA. An age manager plays a critical role in introducing junior members to surf life saving experiences.

You and your fellow course participants will join thousands of other age managers on the beaches across Australia. Your new skills and knowledge will help SLSA make the junior surf life saving experience fun, safe and challenging for thousands of young Australians each year.

Courses such as this one are important to formally recognise the skills and knowledge required to be an accredited age manager in the 21st century. You will be rewarded for your commitment with formal accreditation as an age manager. Continuing education credit will be given to age managers who complete this course and who wish to pursue further pathways within surf life saving (eg. coaching, officiating).

We offer you experienced and qualified course presenters and mentors to ensure you achieve success in this course. SLSA is committed to making our accreditation courses accessible and user-friendly in an effort to recruit and retain new age managers.

Welcome to the largest family of surf lifesavers in the organisation and we look forward to seeing you on the beach as you become further involved in surf life saving in the future.

Prerequisites

- Be a current financial member of a club
- Have completed the relevant state working with children check requirements
- Be a minimum of 16 years (higher in some states)
- Refer to your state for state specific pre-requisites

Becoming an accredited age manager

To become a qualified age manager you must do the following:

- Complete the SLSA Age Managers online theory course
- Sign the Code of Conduct provided in this guide
- Undertake a 2-hour on-the-beach practical session to gain an introductory understanding of surf skills (at branch/state discretion, this may be waived if the participant has a surf background such as proficient Bronze Medallion)
- Work with an experienced age manager mentor in your club to complete the required Third Party Form and have it signed off by an approved assessor/mentor
- Return your completed Third Party Form and Certification Form to your course presenter or State Office as advised at the theory course

Learning Outcomes

By the end of the course and successful completion of practical requirements, you will be able to:

- Understand the roles and responsibilities of the age manager
- Develop strategies to work with children, parents, coaches, officials and club administrators
- Manage risks in the beach environment
- Cater for the physical, emotional and social development of juniors in their care
- Safely conduct training sessions ensuring fun and participation through games and activities
- Utilise a range of communication, teaching and behavior management strategies to help juniors learn basic skills

You can access the online module anytime, even after completed so can always refresh your knowledge and return to key information.

Resources for the Age Manager

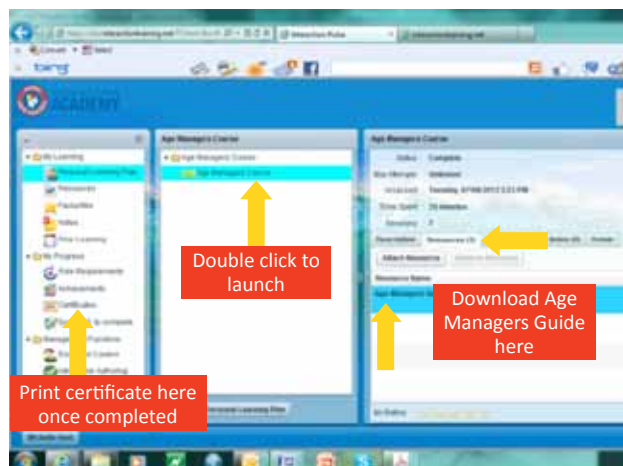
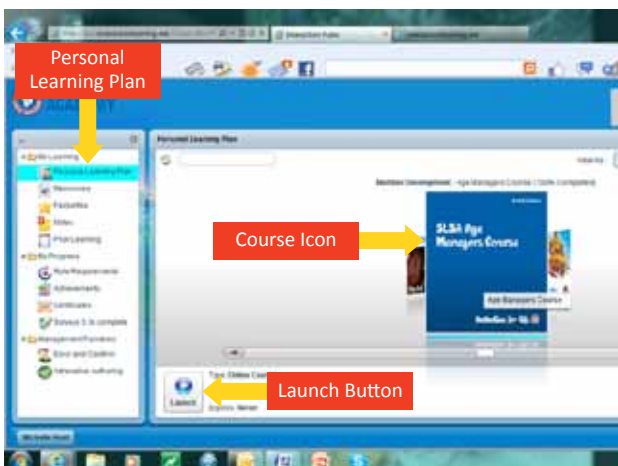
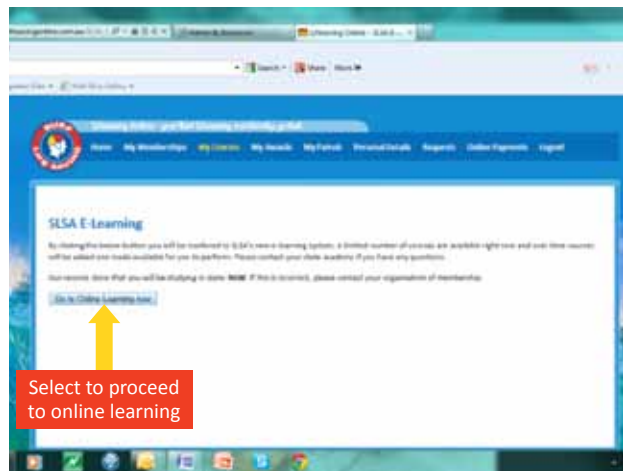
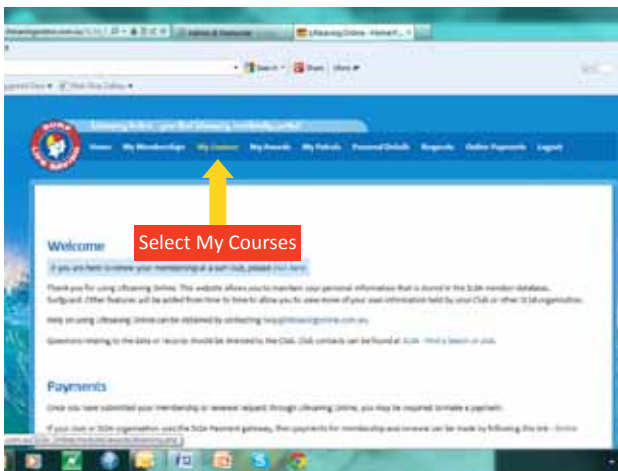
You have access to the following resources to assist you in achieving success in this course:

- SLSA Age Managers Guide (AMG)
- SLSA Junior Development Resource (JDR)
- SLSA Policies including Member Safety & Wellbeing, SLSA
- SLSA Junior Coaching Manual 1st Edition
- Water Safety Guideline, your respective SLSA State Centre
- Surf Life Saving Australia website: www.sls.com.au

Remember that learning is not just about the destination, but also about the journey.

AMC Online Instructions

1. To start the course, you will need to have a Lifesaving Online account. If you do not have a Lifesaving online account, it is easy to set one up. Go to www.lifesavingonline.com.au to login or set up an account.
2. Once logged in select My Courses from the panel across the top of the screen.
3. Select 'Go to Online Learning Now'.
4. This will launch Interaction Training. On the left hand pane you will see a list of options. Select Personal Learning Plan.
5. Select the Age Managers Course icon and double click or click on the launch button below.
6. In the second pane you will see a folder named Age Managers Course and under this the module Age Managers Course. Double click here to launch the course.
7. If you do not already have a copy of the Age Managers Guide with you can find a copy in the resources tab for the course.
8. You may receive an error message when you start the course if you have a 'pop-up' blocker on your computer settings. This message will usually ask if you would like to allow 'pop-ups' for this site. Select always allow pop-ups for this site. You can also adjust your settings in the system and security section of your control panel.
9. As you navigate through the course you will notice that sometimes the next button will not be available. You will need to complete the activity and get the correct answer before you can progress.
10. Once completed go to the left hand pane to and select certificates to print your certificate to take to your 'On the Beach session'.
11. Please provide feedback via the online survey <https://www.surveymonkey.com/s/AMCTrial>.



Surf Life Saving Offices

Accredited age managers may contact their relevant State Centre office for support:

Surf Life Saving Australia

Phone: (02) 9215 8000

Fax: (02) 9215 8180

Postal Address: Locked Bag 1010, Rosebery NSW 2018

Email: info@slsa.asn.au

Surf Life Saving New South Wales

Phone: (02) 9471 8000

Fax: (02) 9471 8001

Postal Address: PO Box 307, Belrose NSW 2085

Email: info@surflifesaving.com.au

Surf Life Saving Tasmania

Phone: (03) 6222 6555

Fax: (03) 6223 5577

Postal Address: GPO Box 1745, Hobart Tasmania 7000

Email: slst@slst.asn.au

Surf Life Saving Northern Territory

Phone: (08) 8985 6588

Fax: (08) 8985 4737

Postal Address: PO Box 96, Nightcliff NT 0814

Email: slsnt@dhl.com

Surf Life Saving Queensland

Phone: (07) 3846 8000

Fax: (07) 3846 8008

Postal Address: PO Box 3747, South Brisbane QLD 4101

Email: slsq@lifesaving.com.au

Life Saving Victoria

Phone: (03) 9676 6900

Fax: (03) 9681 8211

Postal Address: PO Box 353, South Melbourne VIC 3205

Email: mail@lifesavingvictoria.com.au

Surf Life Saving South Australia

Phone: (08) 8354 6900

Fax: (08) 8354 6999

Postal Address: PO Box 117, West Beach SA 502

Email: surflifesaving@surfrescue.com.au

Surf Life Saving Western Australia

Phone: (08) 9207 6666

Fax: (08) 9207 6699

Postal Address: PO Box 700, Balcatta WA

Email: mail@mybeach.com.au

Certification

Age Managers Course Certificate

This certificate serves as proof of completion of the Age Managers theory session and the on-the-beach practical session. You need to have both sessions signed off by your presenter/s.

NB: You need to forward this with your Third Party Form to your relevant branch/state office. You may like to keep a copy of this for your records.

Candidate's personal details

Name: _____

Club: _____

Phone: _____

Mobile: _____

Email: _____

Course: _____

Course presenter endorsement

I endorse that the above candidate has completed the off-the-beach training for the SLSA Age Managers Course.

Name: _____

Signature: _____

Date: _____

Telephone: _____

Email: _____

Theory course date: _____

Location: _____

Workshop completed

On-the-beach practical endorsement

I endorse that the above candidate has attended the on-the-beach practical segment for the Age Manager course.

Name: _____

Signature: _____

Date: _____

Telephone: _____

Email: _____

On-the-beach practical date: _____

Location: _____

Third Party Form

Name: _____ Club: _____

Address: _____ Postcode: _____

Phone: _____ Email: _____

DOB: _____

Financial Member Member Screening Theory Component Practical Beach Skills

I certify that the above details are accurate.

Candidate's Signature: _____ Date: _____

The following tasks must be completed under the guidance of an experienced Age Manager mentor. It is expected that they will be completed in the context of a 6 hour mentoring context on the beach with a group.

* Age Manager	^ Mentor	Task
		Demonstrate awareness of beach set up factors <ul style="list-style-type: none"> • How to set up the beach • "Who's who?" (water safety / AM identification, role of parents, patrol captain, official etc) • Conditions on the day
		Contribute to a safe environment for juniors <ul style="list-style-type: none"> • Hazard assessment walk • Sun safety requirements • Shade & hydration • Equipment check • Emergency procedures (eg First Aid, missing child)
		To parents and children <ul style="list-style-type: none"> • What to do on beach? • Speak to the group at commencement/conclusion of the day
		Initiate and maintain attendance sheet <ul style="list-style-type: none"> • Receiving / maintaining / returning children • Head count regularly (especially after each water activity) • Going to the toilet procedures
		Deliver a learning activity <ul style="list-style-type: none"> • What outcomes are important • Planning on the day
		Monitor group engagement in activities <ul style="list-style-type: none"> • Equity - everyone has different abilities • Conducted fun, interactive activity • Where to go for resources, ideas, activities • Provide for differing interests and active engagement

* First column to be ticked by age manager when he/she feels confident that they have completed this requirement.

^ Second column to be signed off and dated by the AM Mentor (third party) to signify that they are satisfied that the task has been completed at a satisfactory level.

Mentor (third party) Verification

Name: _____ Signature: _____ Date: _____

Mentor's AM Award Number: _____

SLSA Code of Conduct

As an SLSA member you should meet the following requirements in regard to your conduct during any SLSA sanctioned activity:

- Respect the rights, dignity and worth of others
- Be fair, considerate and honest in all dealings with others and be a positive role model
- Make a commitment to providing quality service
- Be aware of and maintain an uncompromising adherence to SLSA standards, rules, regulations and policies
- Demonstrate a high degree of individual responsibility especially when dealing with persons under 18 years of age
- Contribute to the provision of a safe environment for the conduct of all activities within surf lifesaving
- Abide by the relevant role-specific codes of conduct

Specifically, an SLSA Age Manager will:

- Agree to abide by the code of conduct
- Be responsible for the groups safety and well-being
- Be responsible for the groups learning
- Make time to plan and prepare the activities delivered
- Foster a collaborative approach to group management
- Instil enjoyment and fun in what the children do
- Be a positive role model for SLSA and it's members

Signature of Participant _____ Date _____

