



## Circular 093:08:08

**To:** Club Secretaries  
Club Captains  
Club Presidents  
Members

**cc:** LSV Board of Directors  
LSV Staff

**From:** Brooke Irvine  
General Manager – Education & Training

**Date:** 21 August 2008

**Subject:** Position Vacant – Coordinator, Education Services

**Action:** Applications close Wednesday, 3 September

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Life Saving Victoria (LSV), established in 2002 is Victoria's peak Water Safety and Lifesaving organisation with a mission to prevent aquatic related death and injury across all Victorian communities. We strive to provide all Victorians with water safety, swimming, resuscitation, and safe beaches, water environments and aquatic venues.

We achieve this by working with our members, communities, educational institutions, governments, and other organisations in the provision of best practice education, training, surveillance and rescue and risk management services.

Life Saving Victoria requires a proven professional with outstanding commitment to quality outcomes and strong attention to detail. Commercially you are a sound and proactive thinker and enjoy working in a dynamic and motivated team environment.

The Coordinator Education Services will coordinate and lead the development and delivery of water safety and lifesaving education in and for schools, in a range of aquatic environments and in accordance with requirements of program contracts and tenders with Government and Non-Government organisations.

Candidates applying for this role must have sound knowledge of LSV Education programs, resources and services, excellent interpersonal and communication skills and the ability to work with minimal supervision on a number of simultaneous projects. You will also have relevant qualifications and sound business skills.

In return Life Saving Victoria will provide an attractive remuneration package and a fabulous office location and facilities.

Position Descriptions are available upon request – ring (03) 9676 6941 or email [brooke.irvine@lifesavingvictoria.com.au](mailto:brooke.irvine@lifesavingvictoria.com.au)

To be considered for this position, please forward your application to:-

Ms Brooke Irvine  
General Manager Education and Training  
Life Saving Victoria  
PO Box 353  
South Melbourne DC VIC 3205

Or email to:-

[brooke.irvine@lifesavingvictoria.com.au](mailto:brooke.irvine@lifesavingvictoria.com.au)

Applications close Wednesday, 3 September, 2008.

**For additional detail on this Circular contact: Brooke Irvine – General Manager, Education & Training**

Email or by phone: [brooke.irvine@lifesavingvictoria.com.au](mailto:brooke.irvine@lifesavingvictoria.com.au), (03) 9676 6941

Circulars are also available at [www.lifesavingvictoria.com.au](http://www.lifesavingvictoria.com.au)

Address: PO Box 353 South Melbourne DC 3205