



LIFESAVING SOCIETY

The Lifeguarding Experts

Lifesaving Society Canada Job Description – First Aid Lead National Training Programs Commission

Description:

The First Aid Lead is a member of the Training Programs Commission with duties as assigned to support the maintenance and sustainability of first aid and resuscitation content items in Lifesaving Society Canada programs.

Purpose:

To monitor and advise on program standards, content and literature, and liaise with National and member Branches in the development and/or revision of National programs.

Membership & Term:

Member of the Training Programs Commission

Term: 2 years

Selection: Can be a Lifesaving Society volunteer or a National/Branch staff member

Reporting Relationship:

The First Aid Lead reports directly to the Training Programs Commissioner who in turn reports to the Board of Directors.

Responsibilities:

- As a member of the National First Aid Working Group, monitor and participate in the evaluation of first aid and resuscitation content in current National programs, by seeking input and gathering any pertinent information, and make recommendations to the Commission in alignment with the revision model.
- To liaise with National and member Branches and advise others when necessary (whether in-person, via teleconference or through electronic means) to complete Commission priorities and actions.
- To explore existing resources, conduct SWOT analysis to identify gaps/new markets to either enhance existing national programs and resources or develop new.

Skill Set and Knowledge Areas:

- The competency to advise others, consider geographical needs; manage electronic communication; participate in conference call meetings; meet deadlines and prepare reports for the Commissioner.
- Technical expertise and in-depth knowledge of the first aid and resuscitation components of Lifesaving Society Canada programs.