



# Swim Teacher Trainee

This is an unpaid training placement designed to support the completion of required practical hours for swim teacher accreditation. It does not constitute paid employment.

**Date Reviewed:** July 2025

**Department:** Aquatic Programs

**Reporting to:** Aquatic Programs Team  
Leader

**Approved by:** General Manager Operations – Aquatics & Leisure

## About South East Leisure

South East Leisure are a leisure management company based in the City of Greater Dandenong with a vision to enhance the health and wellbeing of our community by providing sustainable world class experiences.

We, at South East Leisure pride ourselves on being driven by our values:

**CARE** – We care about our people, our actions, and our outcomes

**OPEN** – We are honest, transparent, and respectful in our actions

**FUN** – We work hard, we have fun and celebrate our success

**SUSTAINABLE** – We provide commercially and environmentally sustainable outcomes

South East Leisure manage and operate the four major leisure facilities in the Greater Dandenong area:

- Dandenong Oasis
- Noble Park Aquatic Centre
- Springers Leisure Centre
- Dandenong Stadium

We are committed to building a team full of positive, hardworking, and adaptable superstars. In return for your passion and commitment, we will:

- Provide you with flexibility in your role – We are passionate about creating a healthy work life balance
- Encourage you to contribute to our social and environmental outcomes
- We are passionate about creating a positive social impact and are always exploring ways that we can implement environmentally sustainable improvements.
- We will always value and listen to your ideas into ways we can improve our programs, services and business.

## About the role

The Swim Teacher Trainee placement is an unpaid training opportunity designed to support individuals in completing the practical hours required for swim teacher accreditation. Under the supervision of qualified instructors, trainees will observe and assist with swimming lessons, gaining hands-on experience in teaching



### **Purpose**

Creating active, connected communities.



### **Vision**

Providing sustainable world class experiences that enhance the overall health and wellbeing of the community.

techniques, water safety, and customer service. This placement provides a strong foundation for those pursuing a career in aquatic education and swim instruction.

### **Key Responsibilities and Specialist Skills**

- Trainees will operate strictly under the direct supervision of qualified swim teachers and will not be responsible for independently planning or delivering lessons.
- Observe and assist experienced swim teachers to gain insight into effective teaching methods, class management, and student engagement as part of the training experience.
- Ability to collaborate effectively and contribute to achieving team goals.
- Positive attitude combined with a genuine desire to grow as a swim teacher.
- Promptly complete all required components of the swim teacher course.
- Ensure all equipment is set up and packed away.
- Other duties as required

*\*\* Upon successful completion of training hours and qualification, trainees may be eligible to apply for paid Swim Teacher roles within the organisation.*

### **Qualifications and Experience**

- Current Working with Children Employee check
- Satisfactory National Police Check (funded by SEL)

### **Organisational Relationship/Context**

#### **Reports to Major contacts**

On Deck Supervisors

Internal Liaisons

- Leadership team
- Internal team

External Liaisons

- Students and parents
- User Groups

**South East Leisure is an equal opportunity employer committed to fostering a safe, inclusive, and diverse workplace.**

- We welcome applications from people of all backgrounds, including Aboriginal and Torres Strait Islander peoples, culturally and linguistically diverse communities, people with disability, people of all ages, faiths, gender identities, and sexual orientations. We value the unique contributions and perspectives of every individual and strive to ensure our workforce reflects the communities we serve.



**South East  
Leisure**



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## **Child safety and Wellbeing**

SEL wants children to be safe, feel safe, happy, and empowered; we take all reasonable steps to ensure those engaging with children are suitably skilled, well-prepared, and aligned with our commitment to safety and wellbeing



## PHYSICAL REQUIREMENTS OF POSITION

<b>POSITION TITLE</b>	Swim Teacher Trainee	<b>DEPARTMENT</b>	Aquatics
<b>REPORTS TO</b>	Aquatic Programs Team Leader	<b>DATE REVIEWED</b>	July 2025

<b>PHYSICAL REQUIREMENTS</b>	<b>Performed Frequently</b> More than 2 hours per shift, or continually for 30 minutes.	<b>Performed Sometimes</b> Less than 2 hours per shift.	<b>Rarely Performed</b> Infrequent / ad-hoc
Keyboard duties			✓
Reading tasks		✓	
Writing tasks		✓	
Sitting			✓
Walking / Standing	✓		
Driving Car			✓
Lifting / carrying (Light) < 10kg	✓		
Lifting / carrying (Heavy) > 10kg		✓	
Pushing / pulling (Light) < 10kg	✓		
Pushing / pulling (Heavy) > 10kg		✓	
Cutting (knife work)			✓
Bending	✓		
Kneeling / squatting	✓		
Climbing (stairs, ladders, scaffold)		✓	
Exposure to hazardous substances / dangerous goods			✓
Exposure to blood / bodily fluids / human waste			✓
Exposure to dust / dirt			✓
Stress – difficult customers			✓
Stress – resolving conflict scenarios			✓
Stress – tight deadlines			✓
Stress – other (specify)			✓
Exposure to noise > 85dB		✓	
Exposure to wet environment (including working in pool water)	✓		
Exposure to hot temperatures (up to 39°C)		✓	
Continuous concentration	✓		

<b>MINIMUM PHYSICAL REQUIREMENTS</b>	<b>Yes</b>	<b>No</b>
Ability to swim a minimum of 200 metres of a survival stroke	✓	
Ability to team-lift a patient out of a pool during a rescue situation		✓
Ability to tow a patient for a minimum of 10 metres in a pool during a rescue situation	✓	
Ability to perform Cardio Pulmonary Resuscitation (CPR) for an extended period of time	✓	
Sustained cardio-vascular training		✓



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### **Declaration**

It is essential to disclose any pre-existing illnesses, injuries, or conditions that may affect their ability to meet these physical requirements before employment or as soon as they become aware of them.