

NORTHSHORE SES UNIT

Member Job Description

NORTHSHORE STATE EMERGENCY
SERVICE UNIT (INC)
7 Lynton St.
Mt Hawthorn Western Australia
Postal Address
PO Box 300 Leederville 6903 WA

1 Purpose of the Position

Members of the Northshore State Emergency Service (SES) unit will attend weekly training to gain the skills and experience required to assist with operational callouts. Those members will make themselves available, if possible, when requests for assistance are received and will follow the directions of their Team Leader (TL). By joining Northshore SES, you are agreeing to abide by its Standard Operating Procedures (SOPs) and committing to attend training, callouts and community events as often as possible.

Clauses in this Job Description are specific to the Northshore SES unit only and in no way replace the policies of the Department of Fire & Emergency Services (DFES).

2 Member Responsibilities

2.1 Training

- 2.1.1 Attend scheduled training nights at the Northshore SES unit in Mount Hawthorn typically held on Wednesdays.
- 2.1.2 A minimum 75% attendance rate for training is required each calendar year.
- 2.1.3 Unit management may, at its discretion, waive this 75% requirement under exceptional circumstances, e.g. fly in, fly out workers.
- 2.1.4 Notify their TL (or Deputy TL) in advance when unable to attend training.
- 2.1.5 Learn and use the SES way of completing tasks, which may be different to other organisations.
- 2.1.6 Attend some weekend training, which may be required to gain formal qualifications. Members are expected to attend every day and night (where applicable) of weekend training courses that they are accepted onto.

2.2 Operations

- 2.2.1 Nominate times and days that they are most likely to be available for callouts and ensure that they are contactable for operational callouts most of the time.
- 2.2.2 Advise their TL or Deputy TL in advance if unavailable for callouts for an entire evening, day or more
- 2.2.3 Attend callouts whenever asked and available.

- 2.2.4 Follow Team Leader's directions and ask questions if unclear.
- 2.2.5 Dress and behave in a professional manner at all times.
- 2.2.6 Ensure that they are physically and psychologically able to perform the assigned task and notify their Team Leader immediately if they have any concerns.

2.3 Equipment

- 2.3.1 Northshore SES will supply all clothing and Personal Protection Equipment (PPE) required to offer protection to the volunteer who is performing a task.
- 2.3.2 Members may at times be required to purchase some small items of equipment. This is to ensure these easily lost items are retained by the member.
- 2.3.3 Members should always have a notepad and pen to hand whether training or on a callout.
- 2.3.4 All training and operational callouts are to be attended with full PPE. Failure to do this may result in the member being unable to participate
- 2.3.5 Except as agreed between Unit Management, Team Leader and the volunteer, it is required that members hold their issued equipment in their allocated locker or kit bag at the unit so it is available to the member at all times
- 2.3.6 Members are required to inspect and maintain all issued equipment as well as their PET rope, reporting any equipment in need of replacement to their Team Leader or Deputy.

3 Desired Personal Qualities & Behavioural Traits

- 3.1.1 Long term commitment to being a member of the SES;
- 3.1.2 Be generally available for callouts at times you do not have other commitments;
- 3.1.3 A genuine desire to help the community;
- 3.1.4 The ability to work well as part of a team;
- 3.1.5 A willingness to learn & ask questions;
- 3.1.6 Show respect to, and take direction from, more experienced members;
- 3.1.7 Mentor and teach others as your experience levels grow.
- 3.1.8 Willingness to adhere to the adopted Standard Operating Procedures (SOPs) for the Northshore Unit

4 Benefits - What Northshore SES Can Offer It's Members

- 4.1.1 Membership of the highly respected State Emergency Service, and specifically the Northshore unit.
- 4.1.2 Training in a wide variety of skills which could include but are not limited to:
 - 4.1.2.1 Communications

- 4.1.2.2 Navigation
- 4.1.2.3 Senior & Rescue First Aid
- 4.1.2.4 Land & Air Search
- 4.1.2.5 Storm Damage
- 4.1.2.6 Flood Relief
- 4.1.2.7 Single Rope Techniques
- 4.1.2.8 Chainsaw Operations
- 4.1.2.9 Leadership
- 4.1.3 A supportive learning environment with training and mentoring from other volunteers, via a wide variety of experiences;
- 4.1.4 The skills and experience to help the community in times of crisis;
- 4.1.5 The opportunity to take on additional responsibilities within the unit;
- 4.1.6 Have fun as much as possible. If members don't enjoy it, they won't keep coming back.