

# Job Description: Lifesaving Society Examiner

## Purpose

Examiners are responsible for the evaluation and certification of candidates for Lifesaving Society lifesaving, first aid and lifeguarding awards.

## Certification

Appointed by the Lifesaving Society for a two-year term; may recertify for additional two-year terms through the Society's recertification process.

## Reporting Relationship

To the Lifesaving Society.

## Responsibilities

Lifesaving Society Examiners:

1. Evaluate and certify candidates for Lifesaving Society lifesaving, first aid and lifeguarding certifications:
  - in the topical streams in which they are appropriately qualified, and
  - in accordance with the policies, procedures and standards of the Society and the Leadership Code of Conduct.
2. Assure the quality and integrity of the Society's programs through the application of the requirements specified in the Society's award guides.
3. Act as resources to Lifesaving Society instructors in matters related to Lifesaving Society evaluation standards.
4. Complete all administrative requirements in a timely manner including test sheets.
5. Assist in the identification, recruitment and development of potential Examiners.
6. Attend Examiner workshops and clinics as required.

Experienced Examiners who examine with apprenticing examiners undertake additional responsibilities:

7. Provide effective apprenticeship experiences for examiner candidates, evaluate their performance, and provide guidance for their professional development.
8. Complete the required apprenticeship training records and reports.