



## POSITION VACANT

# COMMUNITY SUPPORT OFFICER

*Located approximately 550km south-west of Cairns and just south of the base of the Gulf of Carpentaria, in the heart of the Gulf Savannah country, lies the quaint and beautiful town of Croydon. Rich in history, boasting beautiful heritage buildings, the iconic Gulflander train, stunning sunsets and numerous trails for birdwatching, bushwalking, mountain biking and trail running. Croydon offers a unique Outback experience while providing all the necessary services, including a supermarket, healthcare centre, schooling, and recreational facilities.*

**The Position:** Reporting to the Manager Community Services this position supports Council's community services functions. The position will perform duties at the Croydon Child Care Centre as a Qualified Childcare Educator, maintain and supervise the Croydon Swimming Pool as a Qualified Lifeguard and support other services within Council.

**Skills / Experience Required:** To be successful in the role, you will need a:

### Essential

- Diploma in Children's Services or Certificate III Early Childhood Education and Care with relevant years of experience.
- Current First Aid / CPR / Anaphylaxis and Asthma Certificate.
- Current and valid Positive Notice Working with Children Blue Card.
- Demonstrated knowledge and understanding of regulatory and legislative requirements and standards.
- High level of customer service skills, verbal and written communication skills and ability to effectively deal with a broad range of customers.
- Be self-motivated and have excellent time management, planning and organisational skills.
- Ability to work under limited direction and supervision and maintain a friendly and helpful work attitude.
- Manual C class drivers' licence

### Additional / Desired

- Current Pool Lifeguard Certificate
- Pool Plant Operations & Maintenance qualifications
- Swim teaching qualifications
- Manual MR class drivers licence
- General Driver Authorisation

For further information on Croydon Shire Council and the region please visit [www.croydon.qld.gov.au](http://www.croydon.qld.gov.au)

For further information please contact Councils Acting Business Manager, Rebecca Fitzgerald on 07 4748 7100 or email [rfitzgerald@croydon.qld.gov.au](mailto:rfitzgerald@croydon.qld.gov.au).

Applications close 9am on Monday 29 May 2023.

Jacqui Cresswell  
**Chief Executive Officer**

19 May 2023



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Established in 1909 by the Consolidation of the Croydon Divisional Board (Est. 1888) and the Croydon Municipal Council (Est. 1892)