

Job Description: First aid officer

Role: Volunteer

Time: ~4 hours on weekly competition days

Reports to: Area manager/ Executive officer

What is the goal?

The First Aid Officer is responsible for providing appropriate first aid and initial injury/illness management to athletes, officials, volunteers and spectators during Little Athletics competition days.

What will you do?

Before Competition

- Check the first aid kit and ensure essential supplies are available.
- Confirm emergency access and the venue address for emergency services.
- Ensure the first aid area is clearly identified and accessible.
- Report any significant safety concerns to the Area manager.

During Competition

- Remain readily available throughout the competition.
- Assess and provide first aid for injuries and illness within the officer's scope of practice.
- Manage common sporting injuries including cuts, abrasions, sprains, strains, minor bleeding, soft-tissue injuries and heat-related illness.
- Ensure parents/guardians are notified when a child requires first aid or cannot safely continue participating.

After Competition

- Complete required first aid and incident records.
- Report significant incidents to the Area manager.
- Restock first aid supplies.

What skills do you need?

- Current recognised first aid qualification or equivalent.
- Current Working with Children Check.
- Familiarity with the ground's emergency procedures.