**2017/18 Expression of Interest:**

**Providers of Swimming and Fitness Classes, Sport and Wellbeing Programs, and Instruction   
at Queenstown and Rosebery Swimming Pools**

West Coast Council and @leisure Planners are seeking Expressions of Interest from suitably qualified and experienced individuals, providers or community organisations to run any of the following activities at the Queenstown and Rosebery Swimming Pools:

swimming and aqua fitness classes

sports activities

personal training

education/ training opportunities

other wellness related activities

exercise rehabilitation

food and beverage related services

birthday parties or events

activities suitable for specific age groups: infants, children and adults, older adults, or all abilities

The expression of interest relates to the 2017/18 pool season, commencing December 1, 2017, and concluding on February 28 2018.

This EOI is part of Council’s drive to encourage participation, healthy and active lifestyle initiatives and social opportunities in West Coast, as well as provide more services at the pools for the benefit of the community.

If you are a sporting club, community group, or health and fitness or wellbeing provider, passionate about providing opportunities for people of all ages and abilities to be healthy and active, or adding to the services available at the swimming pools - we want you!

Programs and Classes may be held daily, weekly, or be one off events.

**For further information, please contact:**

Michael Graham

Senior Planner | @leisure Planners

[Michael@atleisure.com.au](mailto:Michael@atleisure.com.au) or 03 9326 1662

Closing date for the EOI is Wednesday 8 November 2017.

**2017/18 Expression of Interest**  
**Queenstown and Rosebery Swimming Pools**

To be considered for the program provider applicants must:

* Hold current public liability insurance
* Hold appropriate qualifications, certificates, and experience
* Have an ABN or be an incorporated body

General Information

Thank you for your interest in supporting our community by promoting good health and providing unique ways for residents of the West Coast to be healthy and active!

The Rosebery and Queenstown Swimming Pools will open from 1 December 2107 to 28 February 2018.

Zeehan Swimming Pool will be closed for 2017/18 while capital works are undertaken.

Operational hours for public swimming will be 1pm – 7pm during school term, 11am – 7pm during school holidays, and weekends 11am – 6pm. Programs however may be conducted outside these hours.

Pool program staff must hold a current Pool Lifeguard Certificate as Pool Lifeguards will not necessarily be available during all program times due to the Weather Dependant Opening Hours Policy to be implemented this season and the program schedule.

Successful applicants will need to undertake an on-site induction program and become familiar with venue emergency procedures.

An hourly lane /hire charge will be applicable to providers for each session.

Program staff will be expected to arrange payments directly from participants.

Multiple providers for the same program may be offered positions.

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| 2017/2018 Expressions of Interest Application Form  **Queenstown and Rosebery Swimming Pools**  Expressions of Interest open on Wednesday 25 October 2017 and close on Wednesday November 8 2017. Please ensure full details are completed and copies of required documentation attached. If you have any questions please call the @leisure to discuss your proposed program prior to submission on 03 9326 1662.  **GENERAL INFORMATION**  Individual, Business, Community Group or Club Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contact name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contact Number (BH): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Postal address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ABN: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ GST Registered? Yes / No *(Please circle which)*  Position title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **PROGRAM**  Venue Required: Queenstown/Rosebery *(Please circle which)*  Facility required: Water space/ pool deck/ indoor space /Other *(Please circle which)*  If water space in Queenstown is required nominate 25m Pool / Middle Pool *(Please circle which)*  Activity name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Session or class outline: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Target group e.g. age or ability: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Program commencement date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Program end date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Day/s required: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Time(s) required: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Number of Lanes required: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| If you would like to discuss your application or need more information please contact Michael Graham at @leisure   on 03 9326 1662 |

Please supply a copy of other relevant accreditation or certificates.

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| 2017/2018 Expressions of Interest Essential Criteria  **Queenstown and Rosebery Swimming Pools**  All Swimming Pool aquatic program providers must meet the following essential criteria to be eligible to participate:   |  | | --- | | ESSENTIAL CRITERIA 1 - PUBLIC LIABILITY | | Please supply a copy of your public liability cover.  Yes, a copy of the insurance policy is enclosed  No (not eligible for program) |  |  | | --- | | ESSENTIAL CRITERIA 2 - ACCREDITED CPR, FIRST AID QUALIFICATIONS & POOL LIFEGUARD CERTIFICATE | | Please supply a copy of First Aid, CPR, Pool Lifeguard qualifications.  Yes, a copy of accreditation covering First Aid, CPR Pool Lifeguard is enclosed  No (not eligible for program) |  |  | | --- | | ESSENTIAL CRITERIA 3 - RELEVANT QUALIFICATIONS e.g. Swim Teachers must have Austswim or equivalent, Personal trainers must have Certificate IV in Fitness | | Please supply a copy of your training and or assessment qualifications.  Yes, a copy of qualifications/accreditation is enclosed, or  Yes, academic transcript of competency is enclosed  N/A (no formal qualification for this activity) No (not eligible for program) |  |  | | --- | | ESSENTIAL CRITERIA 4 – REGISTRATION TO WORK WITH VULNERABLE PEOPLE | | Please supply a copy of RWVP relevant to your proposed activity.  Yes, a copy of RWVP requirements are enclosed, or  No (not required for this activity) No (not eligible for program) | | OTHER PROVIDERS | |

ESSENTIAL CRRIA 4 – REGISTRATION TO WORK WITH VULNERABLE PEOPLE