

Variation to Employment Terms and Conditions – Ara Arohaehae - Retention and Development Plan

Name of Employee: _____

Role: _____

Ara Arohaehae - Retention and Development Plan is available to employees in the roles of Lifeguards, Full Time Senior Lifeguards and Full time Supervisors to enable them to undertake an activity with a view to enhancing or improving their competencies, skills and personal attributes and to also receive recognition for this.

The required qualifications/skills and the incentive for each role is set out below:

Lifeguards:

During the first 12 months of employment in the role of Lifeguard, the employee will receive an incentive payment of \$1,000, will have the opportunity to attend Regional Lifeguard competitions and enrolment to Generate Network on obtaining the following qualifications/skills

- Senior Lifeguard Induction
- Fire Extinguisher training
- Dealing with Difficult Customers
- Leading Self (PUNA)

Full Time Senior Lifeguards

During the second year of employment in the role of Senior Lifeguard the employee will receive complimentary gym membership on obtaining the following qualifications/skills:

- Supervisor induction
- Debrief training/Similar
- Leading Others (PUNA)
- Situational Safety & Tactical Coms
- Lead from the Front
- Advanced First Aid

During the third year of employment in the role of Senior Lifeguard, the employee will receive an incentive payment of \$2,500 and will have the opportunity to enrol in Recreation Aotearoa on obtaining the following qualifications/skills:

- New Zealand Certificate in Aquatics Pool Lifeguard L3
- Water treatment course

Full Time Supervisors

During the fourth year of employment in the role of Full Time Supervisor the employee will be entitled to attend Managers Meetings and added Key Area Responsibility on obtaining the following qualifications/skills:

- Leading Teams (PUNA)

- Performance Management
- Apprenticeship: New Zealand Certificate in Aquatics Senior Pool Lifeguard L4
- Mental Health 101
- 4 Quadrant Leadership or similar

During the fifth year of employment in the role of Full Time Supervisor, the employee will receive an incentive payment of \$5,000 and will also have the opportunity to attend Waves Conference and become a Poolsafe Assessor on obtaining the following qualifications/skills:

- Lifeguard Assessor
- Apprenticeship: New Zealand Certificate in Facility Operations L4
- Emerging Leaders nomination

General Conditions:

- The employee must show written evidence of gaining the qualification/skill before the payment is made or the incentive is received. This will occur in the months of March, June, September and December.
- The employee must get the employer's separate written approval to receive any further support or complete alternate training and understands that this would be at the cost of the employee and not eligible for any of the incentives unless otherwise agreed
- The employee agrees and understands that completing the training is not a requirement of employment
- The employee agrees and understands that if they do not complete the training within the timeframe specified and the employer has made reasonable efforts to ensure completion is possible then they will not be eligible to receive the incentives and the employer will not require the costs of the training to be repaid.
- The employee needs to be employed at the time the incentive payment is to be paid out.
- The employee agrees and understands that on completion of each of the external training modules, the employee will then complete an internal assessment set by Splash Palace Management to ensure they are deemed competent. The employee will then also need to meet ICC values and behaviours to receive the incentive.
- The date of commencement of the study shall be the date this variation is signed.
- As this is a variation to the employment agreement, the employee acknowledges that they have had the opportunity to seek independent advice on this variation and has been given a reasonable opportunity to do so.
- Advancement in the training is not restricted by the position an employee holds, however, some alternative incentives, other than the incentive payments may be restricted to a particular role an employee needs to be in.

Signed _____
Employee

Date:

Signed _____
Employer

Date: