

Reports To: Sports Centre Manager

Why	Job Summary <ul style="list-style-type: none"> To support with the delivery of a high quality swimming experience across a range of abilities and ages 	
What	Main Responsibilities <ul style="list-style-type: none"> To ensure that all health and safety procedures are followed during the swimming experience To support in the setting up of swimming programmes To deliver high quality swimming lessons across a range of abilities and ages To monitor the progress of participants, provide feedback and correct faults in swimming techniques and identify ways to improve performance To assist the on-going development of swimming schemes of work To support other staff with their delivery of high quality swimming lessons Responsible for planning and delivering high standard swimming lessons for students in my school as well as several local primary schools, including pupils with special needs. In charge of ensuring that the safety and welfare of children is at the center of all work. Setting individual plans for students with different abilities. Preparing special plans for students with a variety of mobility and emotional issues. Responsible for delivery of lifesaving lessons, including CPR. Setting in-house qualification for our students, based on Rookie Lifeguard. Responsible for planning and delivering number of CPD's for primary school teachers. Keeping records of students' progress and behaviour. Supporting colleagues with delivery of their swimming lessons. Any other duties deemed to be appropriate. 	
How	<u>Competencies</u>	<u>Personal Attributes</u> (level expected when job is conducted to the required standard)
	Framework <i>Seeking to establish the framework and guiding principles; making a positive contribution to the wider life and ethos of the Trust.</i>	Supports others to apply the Trust's ethos. Know how to identify and support children and young people whose progress, development or well-being is affected by changes or difficulties in their personal circumstances, and when to refer them to colleagues for specialist support. Participates in Health & Safety working teams. Encourage individual and collective responsibility.
	Development <i>Monitoring, coaching, guiding and supporting teams and individuals, setting examples of desired behaviours.</i>	Take responsibility for cascading up to date knowledge and information about a particular areas. Embedding practice ensures highly effective professional contribution across the academy. Disciplined, tenacious and pragmatic.
	Leading <i>Providing direction to ensure that the resources are available to achieve results in the most effective way.</i>	Give and receive effective feedback and act to improve personal performance. Has a basic understanding of supervision / managerial and business principles. Consults widely and may provide direction to achieve results. Encourages openness and honesty. Does not apportion blame. Understands the impact and implications of projects/activities on own or others areas of the organisation. Fosters positive and productive relationships across the team in order to deliver. Sets clear objectives and checking for understanding.
	Task Management <i>Establishing appropriate courses of action for oneself and others to accomplish.</i>	Sets short term tasks (daily, weekly). Contributes to plans for change. Develops own effectiveness in role, adapting to changing priorities.
	Communication <i>Providing direction to ensure that the resources are available to achieve results in the most effective way.</i>	Ensures communication has met its purpose. Presents complex information and concepts in a way that is simple and easy to understand.
	Problem Solving/Decision Making <i>Able to identify a potential problem,</i>	Creatively focuses upon solving the problem using different techniques/ experience from other areas. Responsible for proposing what decisions should be made within the team and

	<i>propose and assess solutions and decide upon a course of action.</i>	what needs to be referred.	
		Collate, analyse and evaluate information within the scope of the role providing it for further analysis in a user-friendly format.	
		Deals with problems across departments to achieve resolution.	
Context	Interfaces	Internal/External	Seek opportunities to collaborate with other professionals beyond the Academies and across the Trust.
		Financial impact/budget	Ensure resources are affordable and available to achieve improvement plans and stated strategic objectives.
		English Language Fluency	An ability to converse at ease with all customers and provide accurate advice in order to fulfill all spoken aspects of the role through the medium of spoken English.
	Scope	People (directly/indirectly manage)	Act as a role model, promoting consistently high expectations of behaviour in a professional and courteous manner.
	Education, Qualifications and Experience (EQE)	Essential: National Pool Lifeguard Qualification Level 1 ASA Swimming Qualification Desirable: Lifeguarding experience Understanding all health and safety issues relevant to the delivery of swimming Understand the basics of the PE National Curriculum Understand in detail the swimming content of the National Curriculum Experience of teaching swimming Experience of working with children of varying ages and abilities	
	Safeguarding	All adults employed by the Trust are responsible for safeguarding and promoting the welfare of children they are responsible for or come into contact with. As such, all employees will undergo relevant background checks, including a Disclosure and Barring Service (DBS) Enhanced check with Barred List Check, in order to satisfy our statutory obligations.	
	Data Protection	All adults employed by the Trust have a responsibility for data protection and have a duty to observe and follow the principles of the GDPR Regulations.	

Whilst every endeavor has been made to outline all the duties and responsibilities of the post, this document does not specify every item in detail. Where broad headings have been used, all associated duties are naturally included in the job description.