

Job Title: Swimming Teacher & Multi Facility Role

Responsible to: Swimming Development Manager

Grade & Salary: Grade 2 (£25,542 per annum FTE)

Job Purpose:

To provide a quality swimming instructional programme for all abilities to support wider facility operations as required. To plan swimming lessons, so that individuals needs can be met, by enhancing their experience and making the best progress with each child/adult in the programme.

What's expected of you

We recognise that our team members are at the heart of everything we do. We want to ensure that we recruit the right people and develop them in line with our values of People Centred, Ambitious, Respect, Team Spirit and Integrity. We believe that our values are instrumental in the way we carry out our business and behave each day. The duties and how we expect you to carry out this role are listed under each of the following values. Qualifications and training can be provided for the candidates with the right attributes and enthusiasm.

People Centred – People are at the centre of everything we do

You will:

- Create a great experience for customers and your team members.
- Go the extra mile to help a customer or colleague in your own or another team.
- Plan and prepare quality swimming sessions including lesson planning and evaluation.
- Support facility operations by performing lifeguard duties, gym floor walking and supporting the delivery of Holiday Clubs.

Ambitious – Pushing ourselves to be at the top of the game every time

You will:

- Learn and develop new skills to maximise your potential
- To deliver a good quality swimming programme, targeted at developing swimming skills from pre-school through to an advanced standard (including disability, group and adult sessions).
- Share ideas with Learn to Swim Coordinator and Programme Development Manager to improve the Learn to Swim programme.
- Develop your own skills by completing a lifeguard and/or Level 2 gym qualification to support facility operations when you are not teaching

Respect – Everyone counts

You will:

- Treat others as you'd like to be treated and be mindful of their opinions
- To monitor and assess the development of children. Remaining responsive to their motivational needs in order that they may be encouraged to their ability, and progress through the programme levels.
- To advise and answer parent enquiries in relation to their child's development and programme in a constructive manner.
- To be available to provide cover for classes for holidays/sickness where possible.
- Act appropriately in emergency situations, including the provision of first aid, and following procedures and reporting arrangements.

Team Spirit – By working together, we work better

You will:

- Be a true team player displaying a positive attitude and you will have a key role in creating a successful team
- Develop yourself to work better together within your team and with the wider business making sure you support colleagues in all that they do
- Be an integral part of the chain of communication between management and the team, making sure they're all up to date with business news
- To assist in the promotion of the swimming programme and other Active Stirling programmes if required
- Support the delivery of holiday club by providing aquatics lessons to participants and providing dryside activity cover if required

Integrity – We do what we say we'll do

You will:

- Be honest and trustworthy in all that you do, following through on all tasks given to you.
- Represent Active Stirling in a professional and positive manner throughout swim teaching and wider delivery ensuring customers receive positive experiences.
- Undertake to deliver the services with the diligence, skill and care expected of an experienced and competent Swimming Teacher.
- Maintain appropriate and up to date qualifications. Update training record through training site.
- Continuing commitment to professional development keeping up to date with recent trends in Swimming and other development opportunities.
- Report on the condition of equipment and facilities in order that quality standards and safety are maintained.
- To be fully conversant with and ensure that all health & safety requirements and procedures are adhered to.

These key tasks are not intended to be exhaustive, but they highlight a number of major tasks that the post-holder may be expected to undertake.

Working Hours

Working a variety of shifts typically 5 days over 7 days to cover facility opening hours from 9.00am to 9.00pm

Additional comments

Every job description in the organisation will be subject to a review either:

- on an annual basis at the time of the annual appraisal meeting, or
- as a result of a change in strategic direction, or
- as a result of a team/ operational requirements, or
- as a result of agreed performance appraisal needs and objectives, or
- within six months of appointment.

Applicants who do not hold a valid SSTQ must be able to attend all training dates:

6th April	10:00	18:30
7th April	10:00	18:30
8th April	10:00	18:30
15th April	10:00	18:30
16th April	10:00	18:30
17th April	10:00	18:30
18th April	09:00	13:00
19th April	09:00	12:00
25th April	09:00	12:00
26th April	09:00	12:00

Applicants who do not hold a valid STA Safety Award for Teachers (or equivalent) must be able to attend all training dates:

25 th April	12:00	18:30
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Personal Profile

Experience & Qualifications:

- SSTQ – Scottish Swimming Teacher Qualification (for the right candidate training will be provided)
- Safety Award for Teachers Qualification
- Lifeguard Qualification or equivalent Rescue Award (for the right candidate training will be provided)
- Recent relevant experience in teaching school aged children

Skills and Personal Qualities:

- Excellent verbal and good written communication skills.

- Good organisational skills.
- Excellent interpersonal skills.
- Ability to motivate class participants
- Flexible approach to working hours
- Excellent inter-personal skills
- Great personality.
- Good team player.

Job Dimensions:

Structure:

