



Comhairle nan Eilean Siar

Employment Package

Salary: £27,240 - £27,529 per annum, pro rata

Distant Islands Allowance: £2,997 per annum, pro rata

Weekly Working Hours: Various

Employee Benefits

- 35 days annual leave, increasing to 40 days after 5 years, inclusive of Public Holidays (pro rata)
- Local Government Pension Scheme
- Generous Maternity, Paternity and Sick pay benefits
- Comprehensive induction
- Employee Assistance Programme

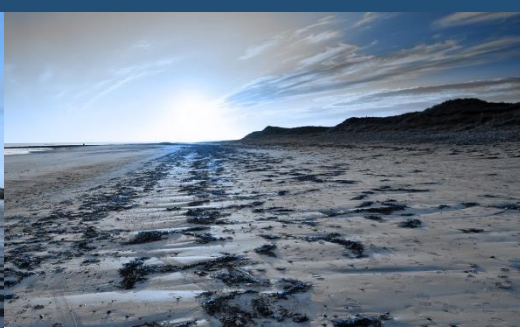


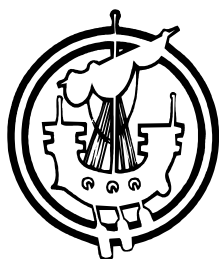
Leisure & Recreation Attendant

Western Isles Sports Centres

Job Purpose

The postholder will form part of a team providing pool lifeguard supervision and a range of other leisure facility services dependent on qualifications held or training provided by Comhairle nan Eilean Siar.





COMHAIRLE NAN EILEAN SIAR

Job Description

Job Title:	Leisure & Recreation Attendant	Job Number:	Various
Department:	Education & Children's Services	Grade:	C
Location:	Western Isles Sports Centres	Date:	2026
Responsible To:	Chief Officer for Education & Children's Services; in the first instance to the Facilities Operations Manager		

Job Purpose

The postholder will form part of a team providing pool lifeguard supervision and a range of other leisure facility services dependent on qualifications held or training provided by Comhairle nan Eilean Siar.

Duties

1. Supervise bathers in the pool and changing areas, in line with RLSS National Pool Lifeguard qualification.
2. To maintain RLSS Pool Lifeguard qualification by conforming to national training and updating guidelines.
3. Assist with and Fitness Suite supervisions and inductions in line with qualifications held or training given.
4. Ensure efficient operation of pool plant, in line with training provided or qualifications held.
5. Test pool water chemical balance, in line with training provided or qualifications held.
6. Operate the till and handle cash.
7. Answer enquiries on the phone, take bookings for all facilities.
8. The ability to work flexibly, including evenings and weekends.
9. Carry out cleaning duties in pool, surrounds, cubicles, toilets and changing areas, Fitness Suite etc.
10. Assist with coaching and teaching other sports and activities in line with training provided or qualifications held.

General Accountabilities

1. To ensure that all information received and disseminated, whether verbal, written or electronic concerning all employees, prospective employees or service users is treated in the strictest confidence and that all such information held is regulated and controlled in a similar manner in compliance with Data Protection legislation.
2. To ensure that all duties and responsibilities are performed in a safe manner so that no risk to health and safety arises to yourself, any other employee or member of the public.
3. As the Comhairle is committed to the effective management of risk, it is the responsibility of all employees to carry out their duties and responsibilities with adequate regard for Risk Management as outlined within the Comhairle's Risk Management Policy.
4. To comply with the Comhairle's Equal Opportunity Policy in Service Delivery and Employment, thereby promoting a fair and quality service to all.

5. To keep under review your own development needs. Learning needs should be discussed and determined at your annual Performance Appraisal and you will be required to undertake training as identified and as appropriate and required for the effective performance of the duties of the post.
6. Any other duties or responsibilities that may need to be allocated from time to time to ensure the efficiency of the service.



COMHAIRLE NAN EILEAN SIAR

Person Specification

THIS FORM LISTS THE ESSENTIAL AND DESIRABLE CRITERIA REQUIRED. APPLICANTS WILL BE SELETED ON THE BASIS OF MEETING THE CRITERIA. PLEASE ENSURE YOU COMPLETE YOUR APPLICATION FORM CONSIDERING THE CRITERIA BELOW.

POST TITLE: Leisure & Recreation Attendant

POST NUMBER: Various

CRITERIA		ESSENTIAL		DESIRABLE
Knowledge	E1	Must hold a current RLSS National Pool Lifeguard Qualification	D1	A nationally recognised Swimming Teachers qualification.
	E2	Understanding of customer focussed service.	D2	A nationally recognised Fitness Instructor qualification.
Skills and Abilities	E3	Able to work co-operatively as part of a team.	D3	Able to teach or coach a range of sports.
	E4	Well-developed communication skills with adults and children.		
	E5	Demonstrate capacity to work on own initiative whilst also following written/verbal guidelines and procedures.		
	E6	Ability to undertake a professional approach to a range of activities and services.		
Education and Experience	E7	To have worked as a lifeguard or with the public.	D4	Experience in cash handling.
			D5	First Aid at Work Qualification.
Other Factors	E8	Able to work evenings and Saturdays.	D6	Current driving licence
	E9	Willingness to undertake additional training in a range of activities	D7	Knowledge of Gaelic and/or commitment to learning the language.