



Lifeguard JOB DESCRIPTION

RESPONSIBLE TO: The Community Manager

JOB PURPOSE: To ensure the comfort and safety of all users of the sports facilities. To assist the Community Manager in the safe operation of the facilities.

Principal Accountabilities:

Safety	<ul style="list-style-type: none"> • To maintain vigilant supervision of the pools and other sports facilities to ensure the safety of users at all times • To ensure that all members are using the facilities properly and safely and have completed the required induction • To comply with the Centre's Health and Safety procedures at all times • To carry out patrols of all areas and report on any findings in the prescribed manner • To report any matters of concern to the Centre/Duty Manager immediately • To ensure that high standards of cleanliness is maintained throughout the Centre and to carry out any cleaning duties as necessary • To administer first aid, effective pool rescues and to apply resuscitation as necessary. Record all incidents in the Accident Report Book and report to the Centre/Duty Manager • To assist in ensuring safety and welfare of all customers and behaviour is not detrimental to the enjoyment of others • To ensure that all sports facility equipment is stored cleanly, safely and securely when not in use
<ul style="list-style-type: none"> • Customer Service 	<ul style="list-style-type: none"> • To deal with customers in a friendly professional manner • To wear the prescribed uniform at all times • To participate in any marketing/promotional activities



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	<ul style="list-style-type: none"> To ensure the comfort and safety of all users <p>Supervision of the facilities and maintenance of the equipment Preparation of activity areas when required by the setting up and dismantling of equipment</p>
Personal Development	To undertake training as required for both fitness instruction and life guarding and to keep a log of such training
Role Dimensions	<p>Safety of customers is paramount at all times</p> <ul style="list-style-type: none"> Responsibilities cover both Life guarding and Dry side First Aid is particularly important in this role
Corporate and statutory initiatives - equalities/health and safety/egovernment/sustainability	Maintain awareness of corporate and statutory equalities, health and safety and sustainability policies and procedures applying them to day to day job requirements.

Key decision-making areas in the role

- To report any concerns to Community Manager

Main Contacts

External

- Public – to advise on the use of equipment and ensure their safety when using the facilities. To deal with any confrontational situations appropriately. To market the Centre.
- Suppliers – to report any maintenance requirements

Internal

- Administration staff – to liaise regarding any admin related tasks
- Line Manager – daily to discharge the duties of the role
- Counterparts –handover information when changing shifts
- Site Staff – regarding the use of the Centre facilities and any cleaning requirements
- Teaching staff – regarding school and community use of the Centre

Working Conditions – environmental and physical factors, physical effort or strain and frequency of occurrence.

- Rota pattern of working
- Moving and handling of equipment and possibly people

Role requirements for operational effectiveness.

- A formal NPLQ qualification
- A sound educational background

Be aware of and take responsibility for all aspects of safeguarding and promoting the welfare of children.

Participate in all aspects of training and development.

Any other duties commensurate with the overall responsibility of the position and deemed relevant by the Headteacher and Line Manager.



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This post is subject to a satisfactory Enhanced Disclosure & Barring Service certificate.

The details contained within this job description reflect the content of the job at the date it was prepared. However, it is inevitable that over time, the nature of the job may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the School will expect to revise this job description from time to time and will consult the post holder at the appropriate time.

Date prepared 12th March 2019

Signed _____ Date: _____



Person Specification

Essential requirements are those, without which, the candidate would not be able to fulfil the responsibilities of the role. It is expected that the post holder will have the knowledge and qualifications indicated or their equivalent.

Desirable requirements are those which would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

Professional qualifications	Essential	Desirable	Evidence
Educated to GCSE level		✓	Application and documents
NPLQ Qualification or willingness to undertake training	✓		
Professional experience	Essential	Desirable	Evidenced
Experience as a Lifeguard		✓	Application Interview References
Personal skills	Essential	Desirable	Evidenced
Reliable and punctual	✓		Interview
Strong swimmer	✓		References
Commitment to safeguarding	✓		
Shows initiative, organisation and time management skills	✓		
Ability to communicate with people appropriately and effectively demonstrating patience, resilience and tolerance	✓		
Ability to work under pressure	✓		
Personal attributes	Essential	Desirable	Evidenced
Keen to promote the values, vision, ethos and culture of the school, recognising the needs of students, staff and the community.	✓		Interview



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Positive mind set with a passion for overcoming barriers.	✓		
Ability and willingness to work alone or as part of a team, as required	✓		
Strong working ethos with a pro-active, positive, enthusiastic and flexible approach.	✓		

Working conditions – environment, and physical effort or strain.

A moderate degree of physical effort involved.

Testbourne Community School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Enhanced Disclosure Barring Service and other relevant employment checks.