



PERSON SPECIFICATION

Job title:	Swimming Instructor
Working hours:	Part time (Mon, Tue & Wed) - Term time only 21.5 hours per week 2 Days 8.30am - 3.30pm and 1 day 8.30pm - 4.30pm
Salary:	Salary Scale: 19-22£34,929 - £36,522 (Actual salary £17,915.76 - £18,732.84)
Accountable to:	Head of PE

Skills and knowledge

In-depth and up to date knowledge of swimming	Essential
Recent lifeguarding experience	Highly Desirable
Ability to instruct in and out of the swimming pool as necessary	Essential
Strong communication skills	Essential
Working knowledge of common ICT applications, eg G Suite	Desirable
Physically able to set up and manage necessary equipment	Essential

Ability to provide information, advice and guidance	Desirable
Ability to manage relationships during classes and extracurricular activities	Essential
Excellent organisational skills/administrative skills	Essential

Qualifications/Attainment

Lifeguarding qualification (NPLQ)	Essential
GCSE Mathematics and English – Grade C or above	Essential
Adhering to and creating Health and Safety risk assessments	Essential*
Relevant professional/industry qualifications/training	Highly Desirable
Experience of sports instructing beyond swimming	Desirable

Experience

Working as part of a team	Essential
Working with young people of secondary age	Desirable

Attitude/approach

Able to form good working relationships with colleagues, and to relate appropriately to students	Essential
Reliable and good time-keeper	Essential

Discreet and able to deal with confidential information appropriately	Essential
Hard working and well-motivated, positive outlook	Essential
Willing and able to work independently and as part of a team	Essential
Able to show initiative and problem-solve	Essential
Caring but firm approach and empathy towards young people	Essential
Able to form effective working relationships with staff	Essential
Enthusiastic and committed to the aims/objectives of the school	Essential
Willing to participate in wider school activities and departmental extra-curricular activities/events	Essential

*Training and support can be provided