

LIFEGUARD

Description:

Coventry Sports Foundation is seeking to employ enthusiastic individuals who will be required to undertake duties as a Lifeguard. The ideal candidates for this position will be hardworking, able to show initiative and will work well as part of a team.

Duties include life-guarding the pool, setting up equipment, assisting in the crèche/playgroup as required, cleaning and dealing with customer enquiries.

The principal place of employment will be the Xcel Leisure Centre and the successful applicants will be required to work days, evenings and weekends, therefore a flexible attitude to shift work is essential.

A recognised lifeguard qualification certificate is essential for this role.

Benefits include:

- Free use of our facilities over three sites (Xcel Leisure Centre, Alan Higgs Centre & Centre AT7)
- Excellent training and development prospects

Department:

Operations

Hours:

Various full time positions available (worked on a rota basis)

Hourly Rate:

£6.39 (topped up as appropriate in accordance to NMW and NLW)

For an application pack and to apply online, please visit www.covsf.com/jobs

Closing date for applications: 23rd May 2017

Employment Specification



Job Title: Recreation Attendant/Lifeguard

Job Purpose: To assist the Duty Manager in the daily operation of the Sports Centre's facilities and activities.

Responsible To: Centre Manager

Responsible For: Work Placements

Main Tasks:

- To hold a recognised lifeguard qualification in order to carry out duties on Leisure Centre's swimming pool.
- To attend training/refresher courses as appropriate to maintain qualifications and to be responsible for ensuring that all necessary qualifications are kept up-to-date.
- To assist with maintaining the cleanliness and appearance of the Centre and its surrounding site at all times.
- To continually refer to booking sheets and erect/dismantle equipment as appropriate.
- To gain experience and obtain governing body qualifications in a range of sports/activities.
- To provide assistance in aspects of coaching and session delivery.
- To provide assistance for the care of under 5's Centre's Crèche.
- To contribute to the professional development and guidance of Further Education and Work Placement students.
- To become familiar with the various procedures of reception duties, including all administrative aspects of record keeping and filing.
- To assist with the re-stocking of vending machines as required.
- To visit venues outside the Centre as required to promote the activities of the Foundation.

- To patrol the building regularly and report any problems/breakages to the Duty Manager.
- To attend any relevant meetings and forums as required.
- To assist in emergency situations in accordance with the procedures detailed in the company's Health and Safety policy.
- The employee may be required to work and carry out the tasks as defined in the Employment Specification at a range of sites that are either operated or managed by the Foundation.
- To be involved in any aspects or opportunities for sharing of good practice, expertise and responsibilities between the facilities of the company.
- To generally help promote the work and public image of the company, by always maintaining high standards of personal appearance and adopting a friendly but professional approach to the public.
- To undertake other duties, as specified by Line or Senior Management which are appropriate to the level and general responsibilities of the post.

This job description is neither exhaustive nor exclusive and may be reviewed in the future depending upon operational requirements and staffing levels.