

LIFEGUARDS

Description:

Coventry Sports Foundation is seeking to employ a number of 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 maintaining the highest level of safety 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 Centre AT7 and the successful applicants will be required to work days, evenings and weekends, therefore a flexible attitude to shift work is essential.

Possession of a National Pool Lifeguard Qualification is essential; although full training will be offered to applicants who demonstrate the right qualities for the 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:

34 per week (on a rota basis)
Numerous positions available

Hourly Rate:

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

Closing Date:

16th October 2017

For an application pack and to apply, please visit www.covsf.com/jobs and complete the main application form.

Please quote job reference: AT1

Coventry Sports Foundation is an equal opportunities employer.
A DBS Check will be required for the successful candidate.



Employment Specification



Job Title: Recreation Attendant/Lifeguard

Job Purpose: To assist the Duty Manager in the daily operation of the Sport 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.

Person Specification

Lifeguard/Recreation Assistant



	Essential	Desirable
Knowledge	<ul style="list-style-type: none"> Working knowledge and experience of the day to day duties within a leisure facility. General knowledge of Health and Safety practices surrounding sports and leisure facilities. 	<ul style="list-style-type: none"> Basic IT knowledge and literacy.
Skills	<ul style="list-style-type: none"> Nationally recognised lifeguard qualification Ability to work as part of a team or under own supervision. Ability to use initiative in unsupervised settings. Good standard of literacy and numeracy. Good communication skills. 	<ul style="list-style-type: none"> Sports coaching qualifications. First aid qualification Customer care skills.
Attributes	<ul style="list-style-type: none"> Good level of self-motivation. Outwardly enthusiastic and self-motivated Show a flexible approach to work. Provide support to others. Adaptable and approachable. 	<ul style="list-style-type: none"> Desire to further training and career development prospects.
Other	<ul style="list-style-type: none"> Ability to work unsociable hours/weekends 	<ul style="list-style-type: none"> Broader interest relating to sport and leisure

