



## **JOB SPECIFICATION**

**Job Title:** Sports Club Lifeguard

**Reports to:** Sports Club Manager

**Responsible for:** Working within the sports centre ensuring customer safety and high standards of service and customer care at all times.

**Job Purpose:** Supervision of the swimming pools and specific activities in accordance with the direction set by the Sports Club Manager.

### **Main Duties and Responsibilities (in order of importance)**

1. Provide supervision of swimming pools to ensure customer safety at all times by preventing accidents and incidents and by taking the appropriate action in the event of these occurring.
2. Ensure equipment is set up in order to meet the needs of the programmed activities.
3. Undertake cleaning tasks as required to ensure the centre is well presented and monitor standards of cleanliness in customer critical areas such as changing rooms and toilets.
4. Monitor customer use within the centre and ensure unsafe practices are promptly dealt with or reported as appropriate.
5. Maintain high levels of customer service at all times.
6. Maintain a full product knowledge of the services and activities available at the centre.
7. Attend training sessions in order to demonstrate competency and maintain a valid qualification.
8. Consistently and actively apply good housekeeping principles, such as turning off lights and equipment when not in use, in order to contribute to our strategy to reduce utility consumption and carbon footprint.

All school staff are expected to:

- a. Work towards and support the school vision and the current school objectives outlined in the School Development Plan.
- b. Support and contribute to the school's responsibility for safeguarding students.

- c. Work within the school's health and safety policy to ensure a safe working environment for staff, students and visitors
- d. Work within the GDST's Diversity Policy to promote equality of opportunity for all students and staff, both current and prospective.
- e. Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues.
- f. Engage actively in the performance review process.
- g. Adhere to policies as set out in the GDST Council Regulations, ORACLE and GDST circulars.
- h. Undertake other reasonable duties related to the job purpose required from time to time.

This job description should be seen as enabling rather than restrictive and will be subject to regular review.

### **Person Specification**

#### *Essential qualifications and attributes:*

- A current Royal Lifesaving Society National Pool Lifeguard Qualification or equivalent
- First Aid at Work qualification

#### *Desirable qualifications and attributes:*

- Experience of working in a large school