

Job Description & Person Specification

Job title	Casual Level 2 Swimming Teacher (ref LEDst041)
Reports to	Swimming Coordinator/Duty Manager
Location	Honiton Leisure Centre
Salary	£14.26 per hour
Hours	Casual hours

About LED Community Leisure

LED Community Leisure is a registered charity and a community benefit society. With over 15,000 members across 16 sites, we offer a range of diverse cultural, sporting and physical activities throughout East Devon and South Somerset in the sectors of indoor and outdoor sports, swimming, exercise and health, children's play schemes, educational programmes, sporting and cultural events and the performing arts.

LED Leisure Enterprises Ltd is a subsidiary of LED Leisure Management Ltd and was established to undertake trading on a commercial footing raising funds for the parent charity. The provision of catering, hospitality and events management is undertaken through LED's trading subsidiary LED Leisure Enterprises Ltd, including Ocean.

Our Vision & Values

Our Vision: To be the community leisure provider of choice

Our Values:

- Opportunities We will provide enjoyable, active, healthy & enriching opportunities that are inclusive to all members of our community.
- Our Customers We will work with our customers to continuously improve our service, facilities & activities.
- Our Team We will empower and invest in our team to meet customer and business needs.
- Sustainability We will work with all stakeholders to ensure business and environmental sustainability.

Job purpose

Assist with the safe and efficient running of the Swimming Programme at the Leisure Facility.

This post is exempt from the Rehabilitation of Offenders Act (ROA) (as amended) and appointment is subject to satisfactory outcome of disclosure (check of all criminal records).

Key responsibilities

- Supervise & teach individuals up to a standard that your nationally recognised coaching qualification permits.
- Ensure that all participants are taught in a safe environment, and to highlight any concerns to the centre manager.
- Assist with the setting up and putting away of any equipment that you may require for your session.

Essential Skills and Qualifications

- ASA or STA Swimming Teaching Qualifications
- Ability to remain calm in an emergency situation.
- Highly motivated

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Desirable Skills

- Previous teaching experience
- R.L.S.S. National Pool Lifeguard Qualification
- First Aid Certificate

All employees have the following activities included in their job descriptions;

- Support and promote LED's 'Vision and Values', leading by example.
- Contribute to reports for Trustees, EMT and partner working groups to consider issues relating to LED.
- Contribute to the performance of LED by participating positively in your appraisals, service planning and the team meeting process.
- Support EMT in ensuring LED offers a customer focused service to help achieve continuous improvement and innovation in service delivery.
- Recognise your role in forming constructive relationships, to help promote positive communication across the organisation.
- Act as an ambassador for LED.
- Attend meetings as required during working hours, or with a minimum of 24 hours' notice for out of hour's meetings.
- Comply with LED's Constitution, policies and procedures.
- Perform any other relevant activities, commensurate with the grading of the post, as required by your Manager.

Reviewed May 2019