

## Job Description & Person Specification

<b>Job title</b>	Lifeguard (ref LGEL002)
<b>Reports to</b>	Senior Lifeguard, Duty Manager, Leisure Manager
<b>Location</b>	Exmouth Leisure Centre
<b>Salary</b>	£7.70 or NLW per hour
<b>Hours</b>	20-30 hours per week

### 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

Provide a life guarding service and general assistance with the operation of the Swimming Pool.

***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 the Swimming Pool and associated facilities in accordance with the laid down procedures.
- Supervise the use of the facility by customers, in accordance with laid down procedures.
- Assist swimmers in difficulty, applying first aid and artificial respiration where necessary.
- Carry out cleaning duties as directed.
- Assist with water testing and the maintenance of associated records as directed.
- Assist with the general maintenance of the facility including filtration, disinfection, mechanical and electrical plant as directed.
- Assist duty staffing achieving high levels of service through dealing with general enquiries and customer needs.

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- Undertake any other comparable cleaning, labouring, security and coaching duties as required by the leisure manager (commensurate with the grading of this post) and to act in a similar capacity at other facilities, also as required.

### Essential Skills and Qualifications

- R.L.S.S. National Pool Lifeguard Qualification (or ability to achieve the qualification upon commencement of the post for which training will be provided)
- Evidence of practical experience in key responsibilities as outlined above.
- Willingness to work non-standard hours on occasions.
- Ability to work on own initiative as well as part of a team.

### Desirable Skills

- 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