

**Sparkle Leisure Lifeguard**

**Job Description**

### Role Title: Sparkle Lifeguard

### Responsible to: Sparkle Leisure Team Leader

### Location: Serennu Children’s Centre

**Salary:** £10.52 per hour

**Hours:** Friday’s 4.15-7pm (with a commitment to attend paid Lifeguard Training bi-monthly on Thursday’s 7.00-9.00pm)

**Duration:** Permanent

**Job Purpose**

To ensure all children, young people and their families accessing the Serennu hydrotherapy pool experience a welcoming, friendly, fun and safe environment that is fit for purpose, resulting in maximum enjoyment and repeat usage of facilities.

**Key Results Areas**

1. Carry out the duties of Lifeguard on the pool in accordance with the instructions contained in the Normal Operating Procedures and Emergency Action Plans.
2. Supervise the conduct of the public in all areas of the facility to safeguard the enjoyment of all facility users.
3. Set up and de-rig sports apparatus and other equipment and check that it is fit for purpose before use by children, young people and their families.
4. To ensure, prior to all the sessions that the pool is safe to use and that appropriate procedures as per the Serennu Pool Operating policy are followed and adhered to.
5. To be trained in Pool Plant Operation and maintain the appropriate competencies.
6. To undertake testing of pool chemistry, following strict procedures for pool hygiene, recording of pool management, collection of water samples, chemical dosing and backwashing where appropriate.
7. To maintain communication around the Pool operation with appropriate personnel involved in the Pool such as Sparkle Team Leader & Works and Estates to ensure the smooth running of the pool and minimal disruption.
8. To carry out daily/weekly pool cleaning as per ‘close down’ procedure and to maintain strict Pool hygiene, At the end of every session to ensure the pool and changing rooms are clean. Any issues are reported immediately to team leader. This role will also include ‘deep cleans’ from time to time with other appropriate staff who also use the pool.
9. Report any defects in apparatus and equipment to the Sparkle Team Leader immediately.
10. Assist in the delivery, storage and removal of all materials/equipment used by the facility.
11. Participate in all necessary external and internal training as required by Sparkle or Aneurin Bevan University Health Board and comply with the requirements of ongoing training in line with your qualification.
12. Assist in the promotion of the facility by maintaining a high standard of dress and appearance at all times.
13. To volunteer at Sparkle family events.
14. Undertake any other duties, commensurate with the grade of the post, as directed by the Sparkle Team Leader.

**Special Conditions**

The nature of the post will require a flexible approach to hours of work. There will be a requirement to attend meetings, attend events etc, which take place at evenings and on weekends.

The post holder will also be required to volunteer their time for events such as Fun Days organised by Sparkle for four equivalent working days per annum.

**Pre-employment recruitment**

Prior to employment commencing all staff are subject to an occupational health assessment and Enhanced Disclosure and Barring check with a children barred list check. Once these checks are completed employment can commence. We are a small charity and recruitment costs are high and therefore if a candidate decides to withdraw before commencement or within induction period Sparkle will seek to recover these costs from the candidate.

**Disclosure and Barring Service**

This post is subject to an enhanced Disclosure and Barring check with a children barred list check.

This post is subject to an exception order under the provisions of the Rehabilitation of Offenders Act 1974. This stipulates that all previous convictions, including those that are ‘spent’ must be declared.

Previous convictions will not necessarily preclude an individual from employment but must be declared in writing at the appropriate stage during the recruitment process.

**General Responsibilities**

**Health & Safety**

It is the responsibility of all employees to work to achieve a healthy and safe environment, and to take reasonable care of themselves and others.

**Equality & Diversity**

It is the responsibility of all employees to support Sparkle’s vision of promoting a positive approach to diversity and equality of opportunity, to eliminate discrimination and disadvantage in service delivery and employment, and to manage, support or comply through the implementation of Equality & Diversity Strategies and Policies.

This job description sets out the main duties of the post at the date when it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

**Person Specification**

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|  | **Essential** | **Desirable** | **Indicated by** |
| **Qualifications** | * Hold a Current Pool Lifeguard Qualification (STA Level 2 Award For Pool Lifeguard (QCF) or **Level 2 Award in Pool Lifeguarding, Intervention, Supervision and Rescue (QCF).**
 | * Current First aid qualification
* Pool Plant Level 1
 | Application Form |
| **Experience** | * Experience of working in a leisure facility
 |  | Application Form & Interview |
| **Knowledge** | * Excellent understanding of Customer Care
 | * Working with Children and Young People with a disability or developmental difficulty and their families
 | Application Form & Interview |
| **Professional Skills** | * Ability to interact with children & young people
* Establish good working relationships with staff and volunteers
* Are able to adapt quickly and flexibly to situations to ensure the smooth running of sessions should unexpected events occur
* Are polite and courteous at all times, regardless of the situation
 |  | Application Form, Interview & references |
| **Personal** **Attributes** | * Motivated
* Adopt a friendly, happy, welcoming approach
* Approachable
* Excellent Communication skills
* Reliable and committed
* Organised
* Able to work as part of a team
* Show empathy, patience and understanding
 |  | Application Form, Interview & references |