



## Job Description

<b>Job Title</b>	Assistant Swimming Teacher
<b>Role</b>	To assist the swimming teachers.
<b>Location</b>	Any pool Core Aquatics operates from.
<b>Pay</b>	Competitive Hourly Rate
<b>Reporting to:</b>	Nicole Martin – Managing Director/Core Aquatics Co-ordinator

### Your duties:

1. Deliver excellent customer service and swimmer experience
2. Ensure safe provision of all equipment
3. Assist with equipment setting up and packing away. Ensure this is done safely and notify the managing director/coordinator of any broken or damaged equipment
4. Maintain your own training records and provide Core Aquatics with your monthly training record
5. Ensuring all customers adhere to the pool rules at all times
6. Support the swimming teacher you are working with
7. Make sure safety standards are followed in sessions
8. Identify swimmers' abilities and encourage them to reach their full potential
9. Provide explanations and demonstrate swimming techniques as guided by the swimming teacher
10. To be a positive role model, creating a positive and fun environment in which to motivate and encourage children and adults to participate in swimming
11. Set ground rules for each session
12. Evaluate sessions with the swimming teacher and provide feedback
13. Learn from different swimming teachers to develop your knowledge and style of teaching
14. Assist the swimming teacher with assessments for certificates
15. To attend meetings with the managing director and other members of the Core Team when required
16. To agree and abide by a code of conduct and carry out duties in accordance with Core Aquatics procedures policies, wavepower, safeguarding children, health and safety etc.



## Person Specification

### Attitudes and Behaviours:

- » Excellent customer service
- » Enthusiasm
- » Reliable
- » Place the swimmers welfare at the heart of all activities
- » Team player
- » Attitude of respect, responsibility and professionalism
- » Willingness to learn and continually develop
- » Effective communicator
- » Ability to deal effectively with health and safety incidents in line with your role/training
- » Punctual
- » Ability to inspire confidence and motivate swimmers
- » Perseverance and patience
- » Ability to encourage swimmers and put them at ease.

### Skills and Knowledge:

- » Able to interact well with children
- » Good spoken skills and knowledge
- » Efficient and effective planner
- » Good organisational skills

### Qualifications and Experience:

Essential qualification is ASA Level 1 Teaching Aquatics and the National Pool Lifeguard Qualification.

Applicants must pass an Enhanced Data Barring Service Check, paid for by the applicant. All applicants will be interviewed.

Sessions may be held in the morning, evening and weekend. You may be asked to cover other Lifeguards as required during periods of holiday or other absence. Sessions may be held in the morning, evening and weekend. You may be asked to cover other Lifeguards as required during periods of holiday or other absence.



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## Application Form: Assistant Swimming Teacher

### Contact Details:

Full name: \_\_\_\_\_

Home number: \_\_\_\_\_

Mobile number: \_\_\_\_\_

Preferred contact number (Home/Mobile) : \_\_\_\_\_

Home address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date of birth: \_\_\_\_\_

Medical condition(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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## Qualifications

Please list your qualifications that are relevant to your job. Use the table below to list your qualifications in date order, starting with the first (oldest) qualification. Add another page if you require more boxes provided.

Qualification Title	Awarding Body	Date Achieved	Expiry Date
<i>Example: Level Two Teaching Aquatics</i>	<i>Amateur Swimming Association</i>	<i>20th May 2009 or May 2009</i>	<i>N/A</i>

## Education Qualifications

Please state your highest level of education and your Maths and English grades in the tables below.

Education Level	Awarding Body	Date Achieved	Grade
<i>Example: A-Levels, College, University Degree: BA (Hons) History</i>	<i>University of Nottingham</i>	<i>September 2004</i>	<i>2:1</i>





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**Additional Information:**

Below are further questions to be completed, please be honest and answer as best you can. Please attach your answers to your application, preferably typed.

1. A brief paragraph about yourself and what you can offer/bring to the Core Team.

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2. What do you want to achieve from working with us?

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3. What are the top three reasons why you enjoy your job?

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4. What are the top three reasons/parts of your job that you do not enjoy?

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## References

Please include your current/last employer as one of your referees. Please ensure one of your referees is personal (non-family member).

### Referee 1:

<b>Full Name:</b>	
<b>Job Title:</b>	
<b>Work Number:</b>	
<b>Mobile:</b>	
<b>Email:</b>	
<b>How long have you known your referee?</b>	

### Referee 2:

<b>Full Name:</b>	
<b>Job Title:</b>	
<b>Work Number:</b>	
<b>Mobile:</b>	
<b>Email:</b>	
<b>How long have you known your referee?</b>	