

Job Description

Job Title: Swimming Coach	Grade: EnSc7 £15 per hour
Section: Leisure and Sport Services	Department: Leisure & Sports Services
Responsible to: Sports Development Officer	Date: 11.07.2017
Hours: Up to Six hours (evenings only)	

Job Purpose

Responsible to the Sports Development Officer for planning and delivering evening swimming sessions for 5-15 year olds at a venue in Wandsworth.

General

1. To coach high quality swim sessions to children of varying abilities.
2. Reliable, energetic and enthusiastic with an ability to engage participants and tailor session while following ASA guidelines.
3. Plan, prepare and evaluate coaching sessions on a regular basis to ensure that participants progress and improve.
4. Provide regular communications to the responsible Sports Development Officer with details of the attendance and progress of the sessions.
5. Be aware of any sensitive information held by your section and ensure adherence to the information security policies and the requirements of ISO 27001.
6. Adheres to the Council's Equal Opportunities policies with respect to the staff and public.
7. Complies with Health & Safety legislation to ensure safe working practices of all staff, public and contractors in his/her working environment, in accordance with the Council and departmental safety arrangements, policies and codes.
8. To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to the child protection and safeguarding children and young people. To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to your work role. To ensure that your line manager is made aware and kept fully informed of any concerns which you may have in relation to safeguarding and/or child protection.
9. Evening working is required and this is subject to seasonal variations.

Verification

I agree that this job description conveys an accurate description of this job.

Manager's Name:

Signature:

Date:

Postholder's Name:

Signature:

Date: