

Job Profile and Specification

Job Profile	
Job Title:	Part-time Swimming Instructor Level 2
Location:	Fife Wide Base: Kirkcaldy Leisure Centre
Reference:	FSLT00342
Responsible To:	Duty Manager
Salary:	FC6: £26,242 - £29,245 (pro-rata)
Closing date:	Sunday 27th November 2022
Interview date:	TBC
Job Purpose:	To lead and deliver learn to swim sessions to the agreed standard as outlined by Scottish Swimming (SASA the sports governing body) and the National Framework for Swimming in Scotland. Where appropriate adapt lessons in response to business, individual and groups needs.
Responsibilities Include:	1. Deliver fun and innovate swimming lessons to children and adults of all abilities, in line with the Scottish Swimming (SASA) Learn to Swim programme.
	2. Utilise continuous assessment methods to observe, analyse and record progress of swimmers through the Learn to Swim Programme, in line with the LTAD (Long term athlete development) Swimmer Pathway.
	3. Promote the Fife Sports and Leisure Trust (FSLT) Learn to Swim programme and provide information of alternative products and services.
	4. Undertake Continuous Professional Development (CPD) and appropriate additional training in accordance with FSLT employee development scheme.
	5. Operate in accordance with FSLT guidelines, policies and procedures.
	6. Observe operational and health and safety procedures to ensure appropriate management of vulnerable groups.
Additional Information	This Job Profile indicates the main responsibilities of the post. It is subject to review and may be amended from time to time.
Other Duties:	The Jobholder may be required to perform duties appropriate to the job, other than those given in the job profile. The particular duties and responsibilities attached to a job may vary from time to time without changing the overall purpose of the job and would not, therefore, justify reconsidering the grade of the job. Such variations would be reflected in an updated job profile.
Hours:	7 hours per week. A flexible approach to work is required as evening and weekend work may be necessary
Other Information	This post is temporary for a period of up to one year
Appointment Conditions:	<ul style="list-style-type: none"> • Flexibility of going to other centres. • Eligibility to work in the UK

	<ul style="list-style-type: none"> • Qualifications relevant to the post • 2 References • Pre-employment Health Screening • Criminal Convictions Self Declaration form • Driving licence (if applicable) • Disclosure/PVG (if applicable)
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Personal Specification			
Attributes	Essential	Desirable	Method of Assessment
Experience	<p>Delivery of swimming lessons to children and adults</p> <p>Scottish Swimming Learn to Swim Programme or equivalent</p> <p>Working with swimmers of all abilities from complete beginners to stroke development level</p> <p>Liaising with parents of swimmers</p>	<p>Working for a Leisure Trust or Local Authority Sports Centre</p> <p>Working with children with physical, sensory and learning difficulties</p> <p>Experience of various methods of teaching swimming (e.g. deep/shallow/group/individual)</p> <p>Supervisory experience</p>	<p>Application</p> <p>References</p> <p>Interview</p>
Education, Qualification and Training	<p>UKCC Level 2 Teacher of Aquatics / ASA Full Teacher of Swimming or equivalent</p> <p>First Aid Qualification</p> <p>Child Protection Training</p>	<p>Additional/ Higher qualifications – SVQ equivalence level 3 / 4 or HNC/HND in coaching</p> <p>Evidence of CPD Adult and Child Qualification</p> <p>AquaFit / Aqua aerobics Qualification</p> <p>National Pool Lifeguard Qualification (NPLQ)</p> <p>National Rescue Award for Swimming Teachers and Coaches (NRSTC)</p>	<p>Certificates</p> <p>References</p> <p>Interview</p>
Skills, Abilities and Knowledge (general)	<p>Ability to group swimmers according to ability</p> <p>Ability to communicate effectively with swimmers (children and adults), parents and team members</p> <p>Demonstrate an understanding of Health and Safety when delivering swimming lessons</p> <p>Ability to mentor UKCC Level 1 Teacher of Aquatics / Assistant</p>	<p>General interest in Swimming and its development in Scotland</p> <p>Current involvement in a participatory / teaching / coaching Swimming position</p>	<p>Application</p> <p>References</p> <p>Interview</p>

	<p>Swimming Teachers</p> <p>The ability to demonstrate enthusiasm, to inspire confidence and motivate participants</p>		
Interpersonal and social skills	<p>Excellent communication skills</p> <p>Enthusiastic and innovative</p> <p>Outgoing and confident</p> <p>Ability to listen and adapt and react</p> <p>Quickly and positively</p> <p>Punctual Ability to work as part of a multi-disciplinary team</p>	<p>Inspirational</p> <p>Passion for swimming</p>	<p>Application</p> <p>References</p> <p>Interview</p>
Health and Physical Attributes	<p>Ability to carry out the duties of the post effectively</p>	<p>Positive attitude to the duties of the post</p>	<p>References</p> <p>Pre-employment health check</p>