



Job Description Swimming Instructor

Purpose of Job:

To deliver lessons which motivate, educate and encourage children of varying abilities

Qualifications required: Current ASA/STA Level 2
ASA/STA Level 2 Award in Safety for Teachers
Rescue Test or National Pool Lifeguard Qualification

Reporting to: The PE Sports Leader

Key Responsibilities

- Plan and deliver lessons to a high standard, including for pupils with special educational needs and disabilities
- For the duration of the lesson to instruct, provide explanations and demonstrate swimming techniques, correct faults in swimming techniques and identify ways to improve performance
- Teach booster groups before school?
- Train the school swimming team to participate in the Borough Swimming Gala
- Teach with full regard to health and safety regulations, including the safe provision of all equipment and ensuring it is used correctly; operating within Health & Safety guidelines; and undertaking risk assessments.
- Carry out Fire Evacuation Training with the children when required.
- Be a positive role model, creating a positive and fun environment in which to motivate and encourage children to participate in swimming, welcoming all participants in a professional and friendly manner.
- Follow the school behaviour policy and ensure that high standards of behaviours are maintained in all sessions.
- Identify participants' abilities and encourage them to reach their full potential, planning and delivering sessions appropriate to the level of swimmer.
- Log and report any incidents/accidents or any other concerns to the Headteacher or Deputy Headteachers
- Attend regular training
- Liaise with PE/Sports Leader on pupils' progress.
- Assess new pupils as required
- To constantly update, manage and complete registers
- Complete Assessments of children's progress
- Report any safety concerns or health and safety issues to the Site Management Team and Headteacher.
- Produce yearly progress reports for each child.
- To be aware of Child Protection issues, identifying and monitoring suspected child abuse and children at risk, reporting to the designated safeguarding lead.

General Duties

- To arrive in good time before the lesson start time, to ensure facilities are set up appropriately and to leave the pool in a clean and tidy state at the end of each session.
- Present and conduct yourself in an appropriate manner with courtesy and regard for others.
- Wear suitable clothing for teaching when in and out of the water, and when leaving or arriving on site.
- Attend progress and award meetings.
- Maintain your qualifications, ensuring they are up to date and relevant.
- To follow all school policies and procedures

Note:

This job description outlines the main duties and responsibilities of the position and is designed for the benefit of both the post holder and the school in understanding the prime functions of the post. It should not be regarded as exclusive nor exhaustive, as there may be other duties and requirements associated with and covered by the post.

Person Specification – Swimming Instructor

Skills and Qualifications

- ASA or STA level 2 teaching
- Current Rescue Test or National Pool Lifeguard Qualification
- The ability to effectively deliver high quality swimming lessons to pupils of all ages and abilities with minimal supervision.
- The ability to inspire confidence and motivate swimmers
- The ability to deal with pupils and their queries and concerns with tact and sensitivity.
- The ability to encourage pupils with the appropriate use of praise and put them at ease
- The ability to work as part of a team.
- The ability to work under pressure.
- Good written and verbal communication skills.
- STA Level 2 Certificate in Aquatic Teaching Special Needs would be an advantage or willingness to undertake training

Knowledge and Understanding

- Good understanding of the characteristics and qualities of high quality swimming lessons.
- An understanding of how to differentiate in a coaching session
- Knowledge of Health and Safety legislation and other legislation in relation to pool operations.
- Understanding of Child Protection Policy and Equal Opportunities Policy
- Knowledge of the National Plan for Teaching Swimming.
- Knowledge of the ASA / STA Award system.

Experience

- Experience of teaching pupils in groups of mixed ability and age.
- Experience of teaching all spectrums of the curriculum.
- At least 5 years' teaching experience.
- Evidence of achieving results and making a difference to pupils.
- Experience of teaching pupils with special educational needs and disabilities.

Personal Qualities

- Enthusiastic and positive attitude towards swimming
- Approachable yet firm.
- Pleasant, friendly and outgoing manner.
- Persevering and patient
- Reliable and committed.
- Demonstrates trust, openness and respect in dealings with people.
- Flexible approach to tasks and workload.

Other

To be successful in this post you will need to pass all pre-employment checks