**JOB DESCRIPTION**

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| **Job Title:** | **Swimming Teacher** |
| **Reporting To:** | Aquatics Development Coordinator and Operations Manager |

**Background**

Wave Leisure Trust Limited (Wave) is a Charity and Social Enterprise with a purpose of “Inspiring Active Lifestyles” and a Vision, “To be at the heart of the improvement of health and wellbeing within the Community”.

Formed in 2006, Wave is recognised as an award-winning Trust, managing fifteen leisure facilities and Newhaven Fort along with providing a vast range of activity programmes and outreach initiatives.

Supporting well over one million active customer visits on an annual basis, Wave ensures all surplus revenues generated from activities are reinvested back into the community in the form of facility developments and refurbishments, new programmes of activity or outreach initiatives.

As we emerge from the intense phase of the pandemic our ‘Build Back Better’ Strategy focuses on three key activity areas:

1. **Rebuild**
* The structure of the business focusing on core activities.
1. **Invest**
* To ensure recovery, greater resilience and future sustainability.
1. **Community Health**
* In isolation or in partnership with public health partners to deliver positive health interventions.

**The Post in Context**

Wave is the main provider of the Learn to Swim Programme in the Lewes District. To ensure continuity of approach across all wet sites and address the “Business Sustainability” value it is, necessary for Wave to appoint a suitably qualified and experienced individual to deliver aquatic activities.

**Summary of Main Duties**

To deliver swimming lessons in line with the objectives approved by Wave so as to ensure the maximum use of the facilities by the community.

The postholder will be required to adopt a flexible approach in reacting to changes in policy and developments into new or improved areas of service activity, and to formulate initiatives to help improve the service provision.

**Learn to Swim Programme**

* To work with the Aquatics Development Coordinator to further develop and promote Wave Swim School and the implementation of new swimming initiatives.
* To provide swimming tuition for all sectors of the community.
* To administer all courses, if required, as laid down by the Aquatics Development Coordinator/ Area Manager and special events e.g. water safety courses, swimming lessons parties, swimming galas and promotional swim weeks.
* To plan courses, group lessons, private lessons to take into account holidays and events, likely to disrupt courses.
* Assess learners progress and recommend for class advancement when ready.
* Liaise and feedback with parents/carer’s as required.
* To ensure your knowledge is kept up to date by following CPD’s.

I agree to accept this Job Description.

**Name:** ………………………………………………………………………………………………..

**Signed:** ………………………………………………………………………………………………

**Date:** ………………………….………………………………………………………………………

**PERSON SPECIFICATION: SWIMMING TEACHER**

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|  | **Essential** | **Desirable** |
| **Qualifications** | * ASA Level 2 Certificate in Teaching Aquatics or equivalent
* ASA Level 2 Teaching Pre-School Swimming or equivalent
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| **Experience** | * Experience of teaching in an aquatic’s environment /organisation
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| **Knowledge, Skills, Competencies** | * Well developed interpersonal skills, able to work confidently with both adults and children
* To ensure your knowledge is kept up to date by following CPD’s
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| **Personal Attributes** | * Able to work flexibly with a high level of autonomy
* Good communication and presentation skills
* Excellent time management skills, ensuring lessons run on time
* Passion for teaching and providing exceptional service
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| **Other** | * To be flexible to the changing demands of the business
* To be able to follow Wave Leisure Trust Policies and Procedures
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