

**BARR BEACON SCHOOL**  
**Job Description – Swimming Teacher**

<b>Arrangement:</b>	Part Time – to include evening and weekend work, term time only – holidays to be taken during school holidays.
<b>Salary:</b>	
<b>Main Purpose:</b>	To teach swimming lessons to children aged 4 and above and or adults of all abilities.
<b>Main Activities:</b>	<p><b>MAIN ACTIVITIES:</b></p> <ul style="list-style-type: none"> <li>• To teach and improve the children and or adult swimmers from 4 years old upwards.</li> <li>• To teach beginners, improvers, intermediate, and advanced swimmers.</li> <li>• Delivery of excellent swimming lessons with knowledge of practices, progression and teaching points and how these should be applied</li> <li>• To develop interesting and varied coaching programmes to maximise customer satisfaction</li> <li>• Arrive in good time for lessons start allowing them time to prepare for the lessons ahead – checking any equipment that may be required.</li> <li>• To sign in on arrival and wear the correct uniform and ID badge as specified.</li> <li>• Awareness of pupils status, nature and needs</li> <li>• To be able to supervise children during swimming lessons.</li> <li>• To be able to gain the children’s trust, co-operation and confidence.</li> <li>• To be available to speak to parents regarding their children’s lessons, progress and ability.</li> <li>• To keep abreast of industry best practice in the disciplines taught</li> <li>• To ensure that any equipment used during the class is returned to the designated storage area.</li> <li>• Be enthusiastic, physically fit, have a positive attitude, approachable and be suitably dressed for the role.</li> <li>• Be alert at all times whilst in any coaching/teaching situation. Any authority is not to be abused.</li> <li>• Have good communication skills and be willing to work as part of a team.</li> <li>• To comply with the Leisure Centre Normal Operating Procedures (NOP) and Emergency Action Plan (EAP) for poolside activities.</li> <li>• Responsible for ensuring that all pupils have been registered.</li> <li>• To direct lifeguards as required when on poolside</li> </ul>

	<ul style="list-style-type: none"><li>• To liaise with the Leisure Manager regarding pupil ability, class sizes and progress</li></ul>
<b>Other:</b>	<ul style="list-style-type: none"><li>• To attend First Aid training as required.</li><li>• Administer First Aid to staff and visitors as required.</li><li>• To keep teaching/coaching qualification up to date, as required</li><li>• To attend any other training courses as required</li></ul> <p>To undertake any duties reasonably directed by the Executive Headteacher</p>

**BARR BEACON SCHOOL**  
**Personal Specification – Swimming Teacher**

Desired Personal Attributes	Method of Assessment
<p>1. Physical</p> <ul style="list-style-type: none"> <li>• Reasonably fit and healthy as the post requires some physical exertion.</li> <li>• Maintain a good standard of personal presentation.</li> </ul>	<ul style="list-style-type: none"> <li>• Job and medical history from</li> <li>• Application form</li> <li>• References</li> <li>• Performance in interview process</li> </ul>
<p>2. Qualifications</p> <ul style="list-style-type: none"> <li>• The candidate must hold an ASA Level 2 swimming teacher qualification or equivalent and any other relevant qualifications would be favourable.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• Reference</li> </ul>
<p>3. Experience</p> <ul style="list-style-type: none"> <li>• Experience of teaching swimming to children aged between 4 and 18 years.</li> <li>• Experience of teaching adults to swim (Desireable)</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• Reference</li> </ul>
<p>4. Skills and Knowledge</p> <ul style="list-style-type: none"> <li>• Can work constructively as part of a team.</li> <li>• Knowledge of ASA National Plan for Teaching Swimming skills, techniques and awards</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• Reference</li> </ul>
<p>5. Personal Circumstances</p> <ul style="list-style-type: none"> <li>• The ability and willingness to work evenings and weekends.</li> <li>• The ability and willingness to do additional hours as and when required.</li> <li>• The ability to be flexible in fulfilling contractual hours.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• Reference</li> </ul>
<p>6. Disposition and Personal Characteristics</p> <ul style="list-style-type: none"> <li>• Dependable and reliable.</li> <li>• Able to work readily with others but also to work in isolation at times.</li> </ul>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• References</li> </ul>
<p>7. Legal Requirements</p> <ul style="list-style-type: none"> <li>• Enhanced Disclosure &amp; Barring Service (DBS) Check required.</li> <li>• Must not be prohibited from working with children.</li> </ul>	<ul style="list-style-type: none"> <li>• DBS Check</li> <li>• Application form</li> <li>• Interview</li> <li>• References</li> </ul>
<p>8. Other Requirements</p>	<ul style="list-style-type: none"> <li>• Application form</li> <li>• Interview</li> <li>• References</li> </ul>