



JOB DESCRIPTION

JOB TITLE:	Seasonal Lifeguards
PLACE OF WORK:	The Lido
SCALE POINT:	SCP 8 - £12.84ph
HOURS OF WORK:	Casual as required
REPORTS TO:	Lido Operations Manager / Duty Manager

A Main Purpose of the Job

To promote the safe and efficient application and use of all facilities. The ability to render first aid and assist bathers in difficulties.

B Areas of Day-to-Day Responsibility

1. Ensuring that duties are carried out in a diligent and efficient manner in accordance with the Management Agreement, the Health and Safety at Work etc. Act 1974.
2. Undertake cleaning, control of facilities, reception, security of premises, poolside duties, assembling and dismantling of equipment, and other relevant functions required for the effective running of the complex.
3. Assisting management in preparing and maintaining all facilities fit for public use in accordance with management and health and safety requirements; overseeing day-to-day activities and operations paying particular attention to accident prevention, customer satisfaction, and the care, safety, and enjoyment of all users.
4. Maintaining the cleanliness, hygiene, and presentation of the pool and associated facilities including outdoor recreation activities.
5. Assisting management in the monitoring of purification, heating, chemical treatment, and pumping equipment, to maintain the standards of purity, quality, temperature and appearance.
6. As directed by management, to carry out caretaking duties which will include; the security of premises and all associated facilities; the secure collection and balancing of cash; customer care and public safety and effective delivery of the activity programme.
7. To help the Lido Duty Managers with the preparation, control and organisation of the facilities when used out of normal public hours for Clubs, Galas etc. The organisation of Swimming Lessons to Members of the public, Schools etc.

8. Undertake training as required by management to ensure that the level of professional competence relevant to the post is achieved. Undertake other leisure related tasks as from time to time required by the Lido Supervisor.

C Other information

External and Internal Contacts

Councillors, customers, contractors, suppliers, members of staff and partner agencies.
Face to face, telephone, written and electronic communication.

Working Environment

Lido based. The Council operates a smoke-free policy and the postholder is prohibited from smoking in any of the Council’s buildings. All staff must commit to Equal Opportunities and Anti- Discriminatory Practices.

Ware Town Council Values

To work in a way that embodies the Councils values:-

Adaptable Accept and work with change	Forward thinking We start with the end in mind
<p>Willing to adapt work practices to support team members working together to resolve issues, meet targets, deadlines and challenges.</p> <p>Move out of our comfort zone and question how you do things</p> <p>Work with others to meet joint challenges and reduce duplication.</p>	<p>Initiative: We are proactive and use our creativity to identify and resolve problems.</p> <p>Strive for excellence: We will seek innovative solutions to reduce costs, identify new ways of working and generate income.</p> <p>Plan ahead – anticipate outcomes ahead of changes</p> <p>Use new technologies and working practices to make service improvements and reduce costs.</p>
People Orientated We are one team with common goals.	Integrity We are honest and open in all our dealings and deliver on our promises.
<p>Customer focussed: We understand and aim to meet our customers diverse needs, treating them fairly and with respect.</p> <p>Expertise: We recognise and value the differences, skills, knowledge and experience of all in our team.</p> <p>Empowerment: We encourage team members to take initiative.</p> <p>Listen to improve: Engage with residents and staff- be seen, invite feedback and consult with them to inform our improvement plans.</p> <p>Always be approachable, calm and respectful.</p> <p>Clearly communicate our decisions, without using jargon.</p>	<p>Accountable: We are accountable for our actions-admit mistakes, put them right and learn from them.</p> <p>We challenge poor or unfair practice and feedback</p> <p>Keep personal data confidential and secure</p> <p>Consistency: We ensure consistency and transparency in all we do</p> <p>Professionalism: We act professionally in challenging situations.</p>

Equal Opportunities and Anti-Discriminatory Practices

All staff must commit to Equal Opportunities and Anti-Discriminatory Practices.

Health and Safety at Work

The Town Council's Policy, and all relevant Health and Safety at Work Instructions are to be considered as part of this job description.

Data Protection Act 2018

All employees who are involved in the processing or handling of computer data have an obligation to comply with the terms of the Data Protection Act 2018 and the Council's Data Protection Policy.

Council Policies

The post-holder is expected to familiarise themselves with and adhere to all relevant Council Policies and Procedures.

Environment / Sustainability

To support Ware Town Council's Environmental initiatives and consider the environmental impact of all activities undertaken.

SEASONAL LIFEGUARDS

PERSON SPECIFICATION

	Essential Attributes	Desirable Attributes
Educational Qualifications	<p>5 GCSE's grade 4 or above (including English and Maths) or equivalent NVQ or relevant experience.</p> <p>Royal Life Saving Society Pool Lifeguard Qualification.</p>	
Communication Skills	<p>Excellent written and oral communication skills.</p> <p>Ability to communicate information to a wide range of audiences.</p>	
Knowledge and Experience	<p>Experience of lifeguarding.</p> <p>Experience of working in partnership with a diverse range of people.</p>	
Skills	<p>The ability and qualifications to organise and assist with Swimming Instruction.</p>	
Information Technology	<p>IT literate with experience and practical ICT skills including in Microsoft Office packages and spreadsheets.</p>	
Other	<p>Prepared to work evenings, weekends and bank holidays to fulfil the needs of the role.</p> <p>Positive "can do" attitude and willingness to support others where needed.</p>	