

JOB SUMMARY

Post Title	Leisure Team Member Apprentice						
Job Family	<i>Service Delivery</i>	Pay Range	<i>Apprentice</i>	Line Manager to others?	No	Role profile ref	<i>LA01</i>
Service Area	<i>Neighbourhoods / Leisure</i>						
Line Manager	<i>Tim Ashwell</i>						
Location	<i>1Leisure</i>						

Job Purpose

To work as part of the leisure team at the 1Leisure sites. Initially you will be expected to assist with the safe supervision of children and adults using the facilities, undertake duties on and off the poolside as directed by the management team and attend college 1 day a week to undertake a Level 2 in Leisure Team Member. As you gain more qualifications you will be given training in other areas.

Job Context (key outputs of team / role to provide some specific examples of role profile accountabilities)

1. Ensure the safe use of customers of the swimming pools, changing areas and sports facilities.
2. Undertake duties on and off poolside as directed by management to meet operational manning levels.
3. Ensure you have a thorough knowledge of all Operational and Emergency procedures relevant to the facility.
4. Ensure the day-to-day cleanliness of poolside, changing rooms (Pool and Health Suite) are maintained through hourly checks as set out in daily schedules.
5. Carry out first aid when appropriate and complete relevant logs and necessary administration.
6. To set up and dismantle equipment for events and activities as required.
7. Undertake regular studies at the college to complete the Level 2 in Leisure Team Member.
8. As you gain qualifications, training will be given in other areas of leisure, such as gym, swim teaching, reception.

Knowledge, Skills and Experience

Role Profile requirements.	Job specific examples.	Essential	Desirable
Reliable, responsible.	<i>Good timekeeping and a customer focussed attitude to the role</i>	E	
A confident personality with a flexible approach		E	
Sympathetic approach to work, good communication and numerical and negotiating skills, able to respond to instruction		E	
Experience of working with the general public			D
Experience in working within a leisure centre environment			D
Ability to communicate clearly to establish trust both one to one and with groups.	<i>Communication with customers, staff peers and management team</i>	E	
Ability to follow processes, carry out procedures, record and monitor information accurately.	<i>Be able to follow the basic guidance for working on poolside and in the Leisure environment. Completion of weekly H&S checks, first aid forms, cleaning schedules</i>	E	
Knowledge of Health & Safety Legislation	<i>A basic understanding of health & safety and data protection Specifically relating to a swimming pool environment</i>		D

Qualifications

Role Profile requirements.	Job specific examples. (if left blank refer to left hand column)	Essential	Desirable
NARS / RLSS National Pool Lifeguard Qualification.	<i>Have the ability to pass this. this training and qualification will be offered prior to start date</i>		D
GCSE level qualifications or equivalent	<i>Maths / English</i>		D

Other Requirements

Flexible around working hours

Must be fully able to perform the physical aspects of the role

Organisation Structure (optional)