



Proud to be part of
GREENSHAW
LEARNING TRUST



HOLMLEIGH PARK

HIGH SCHOOL

CASUAL SWIMMING TEACHERS



SWIM TEACHER

Start Date: As soon as possible
Contract: Casual
Scale Range: £17.12 per hour inclusive of the 12.07% holiday pay
NJC Grade H point 28
Salaries are paid monthly on the last working day of each month.

INTRODUCTION

Thank you for taking an interest in joining us as a Casual Swimming Teacher.

Holmleigh Park Sports Centre are proud members of the Greenshaw Learning Trust, a 'family' of like-minded schools, which collaborate to provide mutual support, share their good practice and learn from each other, whilst retaining and developing their own distinctive characters.

At Holmleigh Park Sports Centre our aim is to provide community access to the school's sports facilities during non-teaching periods. While providing a friendly and safe environment for all.

We are currently operating under the latest government guidance. If you have any questions that you would like answered please contact the Bryony Laws, Swim School Leader by email or phone, b.laws@hphigh.co.uk or call 01452 303256.

We are ambitious about diversity and inclusion and very much look forward to receiving applications from candidates whose personal qualities, values and experiences reflect those in the person specification. We encourage applications from candidates regardless of age, disability, gender identity, sexual orientation, pregnancy, marital status, religion, belief or race.

We are committed to safeguarding and promoting the welfare of children and young people therefore this appointment will be subject to vetting, including an enhanced DBS disclosure.

Closing date: 9am, Friday 17th December 2021

Interviews will be held: To be advised

I look forward to hearing from you soon.



Patrick Farmbrough
Headteacher

Report to: Swim School Leader

Working Pattern: Hours dependent on Sports Centre needs and availability,

Probationary Period: New employees are required to complete a six-month probationary period.

An exciting opportunity has arisen to join our expanding swimming programme. We are looking for enthusiastic swimming teachers for weekday afternoons and weekends. The swim school runs 46 weeks of the year with a two week break at Christmas, Easter and during the Summer holidays.

Currently we teach swimmers from the age of 3 up to adults, we are also looking to diversify our programme with the addition of parent and baby swimming and increasing our private tuition slots. We run a thriving primary school swimming programme with term time teaching hours available.

We maintain small teaching groups; to ensure a calm environment we have a gap between each lesson allowing teachers to maintain records and set up for their next class. We also utilize the latest technology ensuring that registers and assessment outcomes are easily updated on poolside.

Our Swim School runs:

Monday 4pm- 7.20pm, Tuesday 4pm - 7.30pm, Wednesday 4pm - 6.50pm

Thursday 4pm - 7.10pm, Friday 4pm - 6.50pm

Saturday 8.50am - 12.55pm 1.45pm - 4pm

Sunday 9.30am - 12.15pm

Job Purpose

- To deliver Holmleigh Park Sports Centre swim programme.

Job Description

- To Teach swimming as part of the Holmleigh Park Sports Centre swim team. The swim programme runs after school hours and weekends with intensive lessons during holiday periods.
- To plan and deliver sessions appropriate to the level of the swimmers.
- To regularly assess and maintain accurate records associated with the swimming programme and provide appropriate feedback.
- To create and maintain a safe environment.
- To ensure that all relevant poolside setup is completed in readiness for the delivery of lessons and that all equipment is fit for purpose.
- To encourage and promote the local community's participation in swimming.
- To promote good customer service and demonstrate understanding of customer's needs.
- To work within the policies and procedures set out in the sports centres NOP and EAP.
- Ensuring all services adhere to, and are delivered in compliance with, Swim England and Greenshaw's policies and procedures, in particular safeguarding, health and safety and equal opportunities.
- To undertake any other duties properly assigned by the swim school leader.
- This job description is not exhaustive and serves only to highlight the main requirements of the post holder. The swim school leader may stipulate other reasonable requirements of the post holder. The job description will be reviewed regularly and may be subject to change.

Key Contacts:

Should you wish to discuss the post please contact.

Swim School Leader

b.laws@hphigh.co.uk Tel – 01452-303256

Safeguarding Children

The Trust is committed to safeguarding children and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to an enhanced Disclosure & Barring check along with other relevant employment checks.

This job description is not exhaustive and serves only to highlight the main requirements of the post holder. The line manager may stipulate other reasonable requirements. The job description will be reviewed regularly and may be subject to change.

Person Specification

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, demonstrating experience and where appropriate citing supporting examples within their application.

Qualifications	Essential	Desirable
Swim England/STA Level 2	●	
National Pool Lifeguard Qualification or NRASTC		●
Good standard of education including GCSE English, Maths or comparative NVQ levels.		●
Experience and Knowledge	Essential	Desirable
Familiarity with Swim England learn to swim framework	●	
Experience of teaching swimming in other organisations.		●
Experience of working within an Academy/educational establishment.		●
Previous experience of working with children in a swim school setting.		●
Skills and Abilities	Essential	Desirable
Ability to demonstrate a good level of understanding of the Swim England learn to swim framework.	●	
Ability to demonstrate good understanding of lesson planning and delivery within a swim school setting.	●	
Ability to adapt teaching to the needs of each class and swimmer	●	
Ability to demonstrate correct technique both in the pool and from the side.	●	
Ability to effectively assess and provide feedback to children and parents.	●	
An understanding of the operation of swim schools.	●	
Personal	Essential	Desirable
A highly motivated individual who can operate independently and use initiative to prioritise to meet the demands of the role.	●	
A passionate commitment to swimming and teaching	●	
Ability to relate to public and staff, remaining professional at all times.	●	
Commitment to working within the School's Safeguarding and health and safety Policies and Procedures.	●	

Effective timekeeper.	●	
Good communicator.	●	
Flexibility to undertake any role required by the Swim school leader	●	
Adaptable with a positive attitude to change.	●	

The Recruitment Process

1. Applications

To apply for a staff vacancy, please register for an online account to complete the application form. Please visit our website www.hphigh.co.uk.

The recruitment process is managed via your online account and you will receive regular notifications regarding the progress of your application.

The completed online application form should be accompanied by a personal statement of suitability of no more than 2 sides of A4. In the application form and personal statement, you should demonstrate how you meet the requirements set out in the Person Specification. Please include specific examples which support your application.

Applications must be received no later than Friday 17th December 2021. We encourage early applications.

2. Shortlisting

Shortlisted candidates will then be invited by telephone to attend for an interview. Please make sure you have given day and evening telephone numbers on which you can be reached.

3. Interview

Interviews will be held – to be advised.

4. Notification of outcome

Candidates will be notified of the outcome as soon as possible following the interview process. Please ensure you have given day and evening telephone numbers on which you can be reached.

5. Feedback

Unsuccessful shortlisted candidates will have the opportunity for professional feedback during the week following the interviews.

6. Take up post

The successful candidate will take up post on completion of all mandatory recruitment checks