



Job Description
Lifeguard
2010

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Registered Charity: 1056828
Approved November 2009

Function & Accountability

The Lifeguard will work with the disabled children and young people who attend Whitgift SNAP on the organised swimming activities.

The Lifeguard is accountable to the Senior Group Leader, Scheme Officers and Project Coordinators and in their absence to an identified member of the Management Committee.

Hours and rate of pay

This is a sessional post. The hourly rate of pay for the 2010 Project is available on application.

During the 3 week Project in July/August:

- 9.00am to 3.00pm Monday to Friday, depending on availability of hours allocated to SNAP of the swimming pool

Outside the Project the Lifeguard is required to attend all of the following:

- two-day training course on the management of challenging behaviour
- half-day moving and handling training course
- staff training day (approx. 4 hours) and one of the volunteer training days (approx. 6 hours)

Duties

- to adhere to all relevant published policies and procedures of Whitgift SNAP
- to be reliable and punctual
- to supervise activities taking place in the swimming pool in accordance with National Pool Lifeguard Qualification practices
- to ensure all required lifesaving equipment provided by Whitgift School is in good working order and that first aid boxes are fully stocked, at the start and end of each swimming session
- to be present when water quality tests are carried out by Whitgift School staff at the start and end of each session and that results are recorded
- to maintain lists of young people and volunteers in the pool ensuring that a minimum ratio of one volunteer to one young person (with a disability) is maintained at all times
- to assist the Group Leaders and other staff in ensuring that all volunteers and young people leave the pool safely at the end of each session
- with the Whitgift School security guard, to ensure that the pool and changing rooms are clear and the premises locked at the end of each session
- to advise the Scheme Officer and Project Coordinators of any issues arising with volunteers or young people and to advise the Care Coordinator if a young person/volunteer is in need of medical attention and report all accidents/incidents in accordance with procedures
- to report any suspicious findings, eg. signs of suspected abuse to the Child Protection Officer or their authorised deputy, in accordance with the Safeguarding Children and Vulnerable Adult Policies
- such other duties as may be reasonably required to ensure a safe and successful Project

The above list of duties is not intended to be exclusive and may be amended by mutual agreement at any time, and reallocated as necessary.

Criteria

Qualifications	Current National Pool Lifeguard Qualifications (NPLQ) Current certificate for lifting/handling from a recognised training body * Current certificate for the Management of Challenging Behaviour (British Institute of Learning Difficulties accredited training) *
Experience	Work in a paid or unpaid capacity with disabled people
Knowledge & skills	Knowledge of physical and learning disabilities Communication and leadership skills Initiative Teamwork skills
Aptitude & disposition	Active promotion of good equal opportunities policy practices Commitment to Whitgift SNAP's health and safety policies including good lifting practice A positive approach to working with disabled children and young people Appreciation of the importance of volunteer contributions Awareness of different cultures and backgrounds Patience is essential Energetic

** Appropriate training courses will be offered to the successful applicant if required.*

The successful applicant must have full time availability for the three week duration of the Project in July/August and attend all required training.

All paid staff must supply proof of entitlement to work in the UK and require Enhanced Police Disclosure. All offers of employment are also subject to written references.

All paid staff and volunteers participating in Whitgift SNAP are expected to support and work within the policy and practice guidelines laid down by the Management Committee, including Equal Opportunities.