

Title Schools' Swimming Instructor	Department Children, Families and Cultural Services	Post Ref. Salary scale: Grade 5, scale 15 - 22
Job Purpose A School Swimming Instructor provides support to the Manager of Schools' Swimming in the leadership and management of Schools' Swimming and its overall contribution to the effectiveness of Children, Families and Cultural Services . Consequently, the post holder carries shared accountability and responsibility for the success of Schools' Swimming including relevant targets for improvement agreed with the DfE and the County Council, and those set out in the Adolescence and Early Help Locality Services Commissioning Plan 2013-14.		
Key Expectations <ol style="list-style-type: none"> 1. To support the corporate work and achievements of the County Council, especially the achievement of the vision, objectives and targets set out in its Strategic Plan, Community Plan and Best Value Performance Plan and Every Child Matters Policy. 2. To project a positive image of the County Council to the public, partners and stakeholders, including the DfE, and to actively promote collaborative working within the local education service. 3. To ensure that the services within his/her remit are of the highest quality. To identify, implement and evaluate changes in areas for improvement so that the County Council's requirements for customer care, quality and cost-effectiveness of services are met. 4. To ensure Health and Safety at Work 1974 act is adhered to with particular reference to the duty of care provision to both users and colleagues alike. 5. To develop and manage his/her professional development and performance management so that the vision, objectives and targets are met, and high-quality services are provided. To ensure that the performance management standards set by the County Council are met. 6. To act responsibly and establish the trust and confidence in working relationships with staff elected members, partners and stakeholders. To create a working culture and environment that is efficient, safe, considerate and supportive, and which 	Key Accountabilities <ol style="list-style-type: none"> 1. To actively support the Manager Schools' Swimming in achieving the vision, objectives and targets set out in the Strategic Plan, including the Children, Families and Cultural Services statutory targets and targets for improvement in educational performance indicators in the County Council's Best Value Improvement Plan. 2. To make an active and effective contribution to the formulation of and the decision-making associated with planning and service delivery within Schools' Swimming. 3. To maintain high standards of, consultation communication and partnership working with staff elected members, stakeholders, including schools and their leaders as set out in the framework for consultation and communication between schools and the Children, Families and Cultural Services. 4. To implement effective mechanisms for achieving continuous improvement and maintaining high standards of services through the application of Best Value and the Department's business planning quality standards. 5. To actively support effective team working within Schools' Swimming Services by promoting trust through openness and honesty, active listening, challenge and support. 6. To demonstrate through personal working relationships with staff, elected members, partners and stakeholders a commitment to promoting trust and confidence and to achieving the vision, objectives and targets for 	

promotes equality of opportunity.	<p>improvement.</p> <ol style="list-style-type: none"> To ensure that personal performance targets focus on the achievement of the service and functional group's objectives and targets, and the promotion of continued professional development. To maintain an up to date understanding, including improvements required in associated skill levels, of key educational issues and developments, education legislation and national policy initiatives related to his/her areas of responsibility. To demonstrate effective communication and influencing skills, both written and oral.
The post holder will perform any duty or task that is appropriate for the role described	

Person Specification	
<p><i>Education and Knowledge</i></p> <ol style="list-style-type: none"> One of the following teaching qualifications: Swim England or Swimming Teacher's Association <ul style="list-style-type: none"> - Full teacher's certificate - Level 2 – Teaching Aquatics A valid pool life-saver qualification either: RLSS - UK National Pool Lifeguard qualification or RLSS – National Rescue Award for Teachers and Coaches These life-saver qualifications must be renewed every 2 years before their expiry date 2 hours ongoing training must be attended each month (evidence to be sent to Schools' Swimming Service) Depth test to a minimum of 1.8 m Prepared to attend training events and meetings organised by Schools' Swimming Programme Commitment to ongoing professional development through attendance of NCC Schools' Swimming and outside training events. Safeguarding & Child Protection Training – must be renewed every 3 years 	<p><i>Personal skills and general competencies</i></p> <ol style="list-style-type: none"> Familiar with a range of safety equipment, and its use. Awareness and understanding of Nottinghamshire County Council's commitment to Equal Opportunities Knowledge of the Schools' Swimming Service Policies and Procedures An understanding of the National Curriculum requirements for swimming Knowledge of current award schemes and initiatives in school swimming Knowledge of issues in relation to equality and diversity in relation to ethnic minority and special needs considerations Knowledge of NOP/EAP procedures Knowledge of Safeguarding and Child Protection issues and reporting procedures Knowledge of Data Protection Ability to plan lessons with a flexible approach, and keep records of pupils' progress Ability to identify the level of competency reached by pupils and group accordingly, ensuring the correct teaching ratios are adhered to. Ability to adapt teaching methods to ensure the lesson is appropriate for all ability levels within the group Ability to communicate effectively and build professional relationships with instructors, lifeguards, pupils, school staff and other adult helpers

<p><i>Experience</i></p> <ol style="list-style-type: none"> 1. Experience of teaching swimming to children with a wide range of age and abilities 2. Experience of teaching children with special educational needs 	<p>14. Ability to adapt teaching methods and communicate effectively to ensure the inclusion of all pupils with additional needs</p>
<p><i>Role Dimensions</i></p> <ul style="list-style-type: none"> • To be first on poolside and set up prior to the start of the session. • Communicate clearly at all times with all users. • Carry out initial assessments of pupil's ability and group accordingly. • Planning of lessons and accurate record keeping of pupil's attendance and attainment to be held at the pool. • To instruct across the whole ability range, from confidence building exercises to stroke improvement and personal survival. Taking into consideration all aspects of the national curriculum and adopting the key skills within the lessons to include the introduction of mini polo, diving and synchronized swimming etc. • To adapt teaching skills to ensure the inclusion of children and young adults with additional needs. • To be involved with the testing of standards for swimming as required by the service with the aim to achieve the Learners Journey. • To bring to the notice of the teacher in charge any potential or actual safety or discipline problems. • To be responsible for the correct use and storage of the equipment used during the school swimming programme and report loss or damage. • To be aware of the nature, location and condition of all life-saving equipment, and to be skilled in its use and report any faulty equipment. • To provide lifesaving first aid and resuscitation cover, and must be prepared to enter the water to effect a rescue. • To report accidents and emergencies using the correct protocol and procedures. • To bring to the attention of the Service Manager any issues in relation to Data Protection. • To report any issues in relation to Safeguarding and Child Protection included within the Service Policy. 	

11/08/2021