



COUNCIL OF THE ISLES OF SCILLY

ROLE PROFILE

Role Profile					
Job Title	Assistant: Lifeguard	Job No. (Office Use)		Grade (Office Use)	2
Business Unit	Chief Executive				
Team	Health and Wellbeing				
Reports to (Job Title)	Active Scilly Supervisor				
Location	Isles of Scilly	Shift Pattern	As required		
DBS check required	Yes				

Job Purpose	<p>Working under the general direction of the Active Scilly Supervisor to undertake a range of clerical and administrative duties which support the work of the section and line manager in an effective and positive manner.</p> <p>To provide supervision of the Normandy Swimming Pool during the hours it is open to the public and to provide pool lifeguard and housekeeping duties in line with the needs of the pool facilities.</p> <p>To act as an integral part of the Council's staff team, and as such make a contribution to the overall aims of the Authority, working within agreed policies and procedures.</p>
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Autonomy and Accountability	The post holder will demonstrate the impact of the work they do. They must operate the Council's Wellbeing facilities in line with Health & Safety legislation.
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Relationships and Communications	<p>The post holder will have excellent skills in building relationships with the island population and brokering relationships with other health and care professionals.</p> <p>They will have strong motivation skills and excellent standards of customer</p>
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Management of Resources	The post holder will not have line management responsibilities.
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Working Conditions and Demands	You will have a great deal of energy and enthusiasm to engage with service users and an ability to work on your own
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Experience, Knowledge and Qualifications	<p>Essential</p> <ul style="list-style-type: none"> • GCSE'S in English and Maths, grades A-C or equivalent • First Aid at work qualification • Enthusiastic about sport and leisure • Excellent organizational skills • Excellent use of ICT and the ability to use a number of ICT software packages • Experience of cash handling <p>Desirable</p> <ul style="list-style-type: none"> • The National Pool Lifeguard RLSS/UK qualification or equivalent
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Corporate Standards	<ul style="list-style-type: none"> • In accordance with Council policies and guidance on information management and security, it is your personal responsibility for data protection, client confidentiality and information governance. • Act at all times in accordance with appropriate legislation and regulations, codes of practice, the provisions of the Council's constitution and its policies and procedures.
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	<ul style="list-style-type: none">• Work within the requirements of the Council’s Health and Safety policy, performance standards, safe systems of work and procedures.• Undertake all duties with due regard to the corporate equalities policy and relevant legislation.
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