LOCATION	Dover Court International School - Singapore
JOB TITLE	**Lifeguard / PE Technician**
JOB PURPOSE	To ensure the safety of all pupils In and around the swimming pool during swimming lessons. To provide support to the PE department, by assisting with lesson preparation and equipment checking.
REPORTING TO	Principal and Secondary Headteacher (Line Manager will be Subject Leader)
DIRECT REPORTS	None
OTHER KEY RELATIONSHIPS	Subject Leader, PE Staff, SLT
PACKAGE	Main Scale

KEY RESULT AREA	**MEASURES OF PERFORMANCE**
Student Attainment, achievement and well being • Fully support the school's Safeguarding policy and know the reporting procedures to follow in case of a Child Protection issue • To promote high standards of engagement amongst the students • To remain fully focused on the safety of pupils in the swimming pool area • To promote the 'Be Ambitious' programme	Students are safe and ready to learn Student attainment meets or exceeds targets
Lifeguard • Ensure the swimming pool is safe to use prior to lessons • Maintain a "dry" presence on the side of the pool • Administer any rescue or safety exercise to ensure the full safety of all within the pool area • Report as necessary any issues within the pool area to HOD • Maintain an up-to date Pool Lifeguard qualification	Safe practices are being shown at all times
PE Technician • Liaise with the HOD regarding • Ensure PE storage areas are kept tidy • Ensure equipment is ready for lessons i.e. balls are pumped up • Report any H&S concerns with equipment or department facilities to the HOD	Equipment is ready to use as required. All concerns with equipment and facilities are reported as required
Administration/Development: • Contacting HOD and others on matters relating to swimming pool with regards to safety • Playing a full part in internal and external CPD opportunities including staff meetings where necessary • Liaise with Subject Leader to contribute to an annual requisition. • Be involved in the organisation of Department aspect of special days, festivals, House events, assemblies, public speaking, special focus Weeks etc • Contribute to Department Newsletter articles • Maintain good quality display in public areas which relate to pool health and safety • Offer exciting Extra Curricular Opportunities that meet the needs of the student cohort	The lifeguard / PE Technician plays an active part in a wide range of the life of the school, both in and out of the classroom The pool area operates in a safe and organised manner.

• Support the school's programme of competitions with other schools • Be responsible for personal health and safety and know how to report H&S concerns • Any other reasonable task assigned by the Principal or Heads of School	
Personal Development ▪ Continual development through the identification and implementation of your own Personal Development Plan	Improved performance Performance appraisal Personal Development Plan
Other ▪ Promote and adhere to the Company Vision and Values: ▪ **Opportunity** - For us, opportunities need to be meaningful, about achieving potential and making progress. ▪ **Impact** - For us, impact is about making a difference. It needs to be immediate, positive and lasting. ▪ **Leadership** - For us, leadership is about considering the team's needs as well as your own, setting inspiring examples, being supportive and showing real accountability and responsibility. ▪ **Respect** - For us, respect is about listening, being inclusive, showing tolerance and getting the little things right ▪ All staff are required to manage effective personal development as part of the Company's commitment to invest in staff as the key resource in the organisation ▪ Each individual must ensure that they meet their statutory responsibilities and Company policies with regard to Health and Safety, Equal Opportunities and other relevant legislation ▪ Any other appropriate duties as allocated by the Principal or Heads of School ▪ Willingness to undertake appropriate child protection training when required	Valued member of the team and organisation

PERSON SPECIFICATIONS	
Qualifications/Training	
▪ A recognised swimming teachers qualification	Desirable
▪ An up-to date pool lifeguard certificate	Essential
▪ Other coaching qualifications	Desirable
▪ A recognised up-to date first aid certificate	Essential
Experience / Knowledge	
▪ Good working knowledge of up-to date lifeguard and rescue procedures	Essential
▪ Experience of working in a school environment	Desirable
▪ Experience of working in a swimming pool setting	Desirable
Skills	
▪ Able to work as part of a team	Essential
Personal Attributes	

▪ Excellent interpersonal skills	Essential
▪ High levels of personal integrity	Essential
▪ Excellent organisational and time-management skills	Essential
▪ Attention to detail	Essential
▪ Ability to work under pressure and remain calm	Essential
▪ Willingness to take on multiple tasks	Essential
▪ Proactive and able to prompt others to ensure deadlines are achieved	Essential
▪ Self-motivated and enthusiastic	Essential
▪ Ability to work independently	Essential
▪ Continually strive for improvement	Essential
▪ Adaptability	Essential
▪ Sense of Humour	Essential

Other Conditions

Hold a current Enhanced Criminal Records Bureau Disclosure or equivalent for countries lived in outside of the UK.
Compliance with visa requirements for working in Singapore.

At Nord Anglia Education we are committed to providing a world class, safe, happy environment in which children and young people are able to thrive and learn. We are committed to safeguarding and promoting the welfare of all our pupils irrespective of race, ability, religion, gender or culture.

All post holders in regulated activity (having regular unsupervised contact with children) are subject to appropriate national and international vetting procedures including satisfactory criminal record checks from both Country of residence/birth and any Country of residence within the last 10 years.