**Appendix C**

**PERSON SPECIFICATION**

Date: September 2025

Post Title: Casual Swimming Teacher

Division: Leisure and Communities Section: Leisure Facilities

Salary: £16.9213 per hour Grade: Instructor/Coach Rate

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| **CATEGORY** | **E/D** | **CRITERIA INDICATED**  **E (ESSENTIAL) OR D (DESIRABLE)** | **MEASUREMENT**  **(See below)** |
| SKILLS, KNOWLEDGE  AND EXPERIENCE | E  D  E  D  D  E | 1. Hold a Level 2 Teaching Cert through either the ASA or STA. Swimming teacher experience. 2. Sound Knowledge of and experience of working to ASA national teaching plan. 3. Experience of working with appropriate administration systems, including lessons registers, teaching plans and recording of achievements. 4. Experience of working with junior courses and school children. 5. Experience of working within a team. 6. A good practical knowledge of health and safety issues in swimming pools. | 2,3,4,5  2,4  2,4  2,3,4  2,4  2,4 |
| SAFEGUARDING | E | Commitment to the protection and safeguarding of children, young people and adults with care and support needs | 2,4 |
| EQUAL OPPORTUNITY | E | Must be able to recognise discrimination in its many forms and willing to put the Council’s Equal Opportunities Policies into practice. | 2,4 |
| QUALIFICATIONS | E | ASA full teacher certificate. | 2,4,5 |
| ATTITUDE & MOTIVATION | E  E  D  E  E  E  E | 1. A good understanding of the swimming and general leisure industry. 2. Willingness to create a hospitable environment for customers within the leisure complex. 3. Willing to undertake necessary setting up and putting away equipment. 4. Ability to communicate with people from a range of backgrounds. 5. Ability to work without close supervision and contribute to own performance goals. 6. Ability to quickly assimilate verbal and written instructions and act upon it. 7. Ability to deal effectively with problems and refer to Assistant Manager when necessary. | 2,4  2,4  2,4  2,4  2,4  2,4  2,4 |
| OTHER | D  E  E  E | 1. A flexible attitude to work relating to requirements for daytime and evening work and cover for colleagues. 2. Availability to attend staff training sessions as required. 3. Good eye sight. 4. Physically fit. | 2,4  2,4  2,4  2,4 |

**MEASUREMENT:**

1. Test prior to shortlisting (ie all applicants). 2. Form application form. 3. Test after shortlisting. 4. Probing at interview. 5. Documentary Evidence. 6. OTHER (Please specify)