



# Pool lifeguard

Candidate Information Pack

March 2019

## A message from the Chief Executive

Thank you for showing an interest in this position.

"Investing in the lives of young people" is at the centre of all UKSA do.

We're a unique national charity – the only place where a 6 year old from an inner city school can have their first experience away from home and on the water through to young people on full time education courses, training Professional Watersports Instructors, Yacht Masters right the way up to officers and captains of vessels and super yachts up to 3000 tonnes – we are the largest RYA centre in the world.

Here at UKSA we believe in the power of the sea to transform the lives of thousands of young people each year, from all around the UK. Founded over 30 years ago by philanthropist and entrepreneur, Noel Lister and his wife Sylvia, over 150,000 people have benefited from our training and watersports programmes.

Over the last 3 years we have further enhanced our financial sustainability, by ensuring our training revenues drive sufficient surplus into the charity thus enabling us to continue to invest in our transformational Sea.Change activities, but also look to the future.

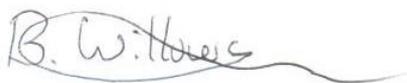
A new fundraising strategy has been developed to support our capital development plans. Some of this now relies on our key relationships with other charities who work with a similar demographic of young people. This partnership approach, which is favoured by funders, allows young people from these charities to visit UKSA for intensive programmes with the aim of helping them to break free from their existing lives and prepare them for other training and work. In addition, we are actively seeking donations from individuals, Trusts and corporates who can help support our future sustainability.

UKSA has recognised that in order for the charity to continue to develop and maintain its market position, investment is needed at its headquarters in Cowes. Creating a new flexible accommodation facility will enable an increase in capacity to maximise income and numbers of young people, and open up other income generating opportunities.

The necessary fundraising has commenced, with the aim to raise £3m to undertake the full refurbishment of the site. We intend to start building the new accommodation facility in the Autumn of 2020.

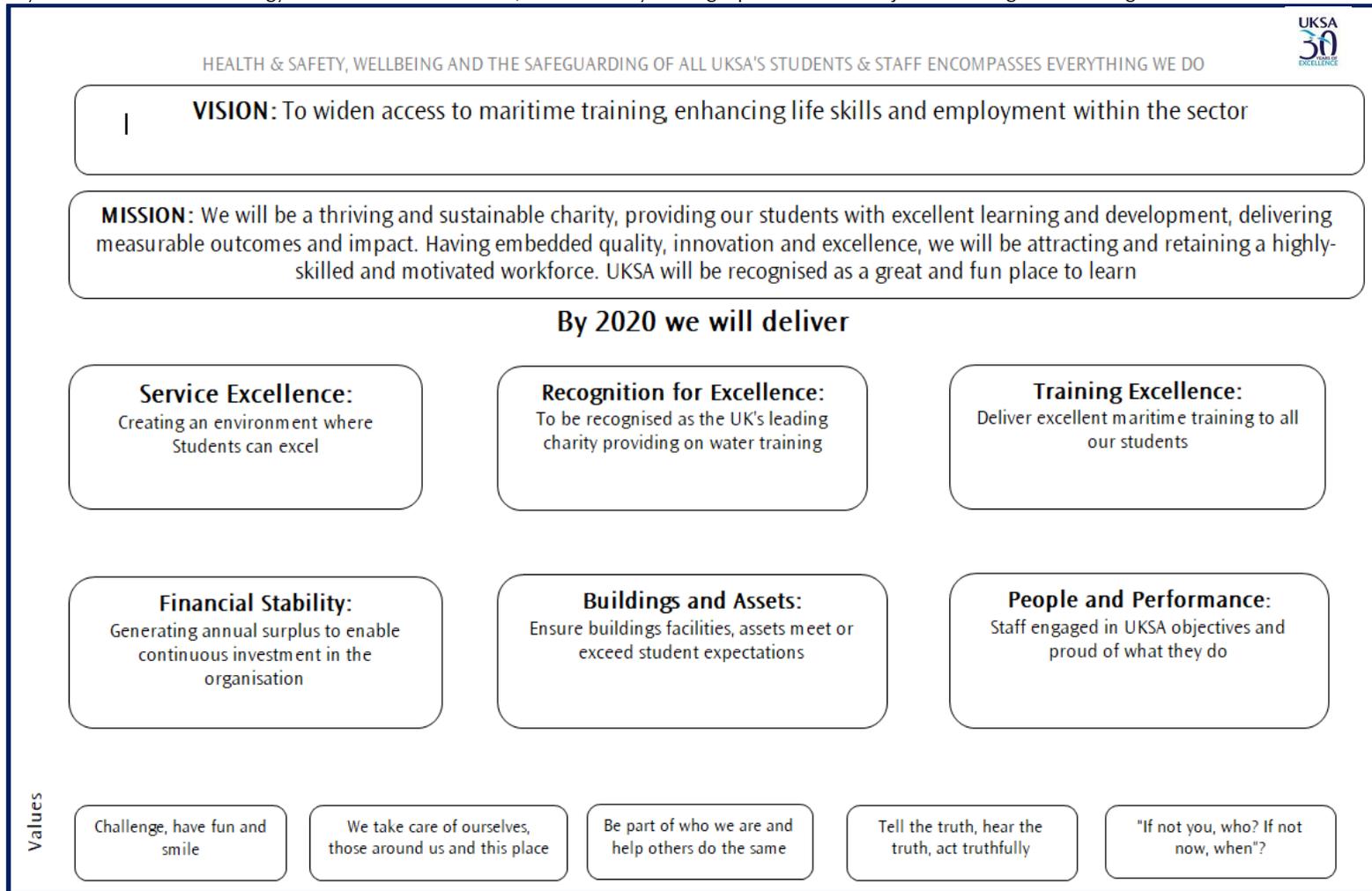
We have an exciting time ahead and we are looking for individuals who can be pro-active within a fast past and unique environment; who excel at being part of a team, thrive at solving problems and have a desire to be part of UKSA's future and in turn support young people who most need our help.

I look forward to your application.



**Ben Willows**  
Chief Executive

Below is a summary of our "All Aboard Strategy" which shows our Vision, Mission 6 key strategic priorities and objectives along with our organisational Values





## About UKSA

We are a youth charity that uses the power of the sea to transform the lives of thousands of young people each year, from all around the UK. The charity was formed in 1987 by Noel and Sylvia Lister who wanted to educate and enrich the lives of young people, using their experience of the sea, including the infinite challenges and gifts it offers, and the power it holds to make change. Nearly thirty years on, this remarkable ethos remains at the heart of UKSA. Our activities fall into two areas:

### Sea.Change

We provide life-changing opportunities to schools and groups, disadvantaged and disaffected young people who are not in education, employment or training (NEETs) and young offenders. A common theme for many of these individuals is the low expectation they have of themselves and we challenge them to transform and to create opportunities for themselves.

### Application Process

Please complete the application form, which is available on the website, and email it to:

[recruitment@uksa.org](mailto:recruitment@uksa.org)

**Closing Date:** 8<sup>th</sup> April 2019

**Interview Dates:** Flexible

Shortlisted applicants will be invited to:

- Have a tour of UKSA's pool area
- Attend an interview as part of the process

<b>Job Description and Person Specification</b>	
<b>Job Title:</b>	Pool Lifeguard
<b>Reporting to:</b>	Head of Catering and Events
<b>People/Team Management:</b>	N/A
<b>Band:</b>	6
<b>Key Purpose:</b> <ul style="list-style-type: none"> <li>To ensure a high level of safety cover for persons using the pool</li> <li>To ensure correct chemical levels are maintained</li> <li>To ensure a high level of cleanliness at all times</li> </ul>	
<b>The duties and responsibilities will include, but are not limited to:</b> Ensuring: <ul style="list-style-type: none"> <li>The safety of all pool users by being vigilant and proactive at all times;</li> <li>The correct chemical balance is maintained;</li> <li>Chemicals are stored, handled and used in the correct manner;</li> <li>The pool, hall, plant room, and changing rooms are kept clean and tidy;</li> <li>The toilet areas are clean and stocked at all times;</li> <li>All defects are reported to maintenance; ensuring priorities are highlighted;</li> <li>Routine inspections and checks on pumps and boilers are regularly carried out;</li> <li>Strong customer focus at all times;</li> <li>Prepare for and take full part in 1-1 reviews with line manager;</li> <li>Adherence to UKSA policies and procedures;</li> <li>Promoting the Vision, Mission and Values of UKSA .</li> </ul>	
<b>Financial &amp; Performance Management</b> <ul style="list-style-type: none"> <li>Ensure the delivery of effective performance management, financial control and budget management for areas of responsibility.</li> <li>Support the preparation of annual budgets for income, expenditure, staffing and capital.</li> </ul>	
<b>Health &amp; Safety</b> <ul style="list-style-type: none"> <li>Demonstrate a duty of care of your own health and safety and that of other employees, co-workers, customers and other UKSA personnel to help everyone meet our share legal requirements.</li> </ul>	
<b>Individual/Team Performance and Development</b> <ul style="list-style-type: none"> <li>Ensure adherence to all policies and procedures and promote the Vision, Purpose and Values of UKSA</li> <li>Understand your objectives and how these fit in with individual, team and business performance</li> <li>Take responsibility for your own performance and development by preparing for and take full part in 1-1 reviews and appraisals with your manager</li> </ul>	
<b>General</b> <ul style="list-style-type: none"> <li>Comply with and promote UKSA equality and diversity, data protection and health &amp; safety policies and procedures.</li> <li>Make a commitment to deliver excellent customer service.</li> </ul>	
This Job Description and Person Specification is not exhaustive and reasonable flexibility is expected to meet the changing needs of the business; it will be reviewed and may be updated from time to time in conjunction with the post holder.	

Person Specification		
	Essential	Desirable
<b>Knowledge:</b>	<ul style="list-style-type: none"> <li>The use of pool chemicals and testing</li> </ul>	
<b>Qualifications:</b>	<ul style="list-style-type: none"> <li>RLSS pool lifeguard qualification</li> <li>Valid Enhanced DBS check</li> </ul>	
<b>Experience:</b>	<ul style="list-style-type: none"> <li>Confident decision maker while being able to quickly asses a variety of situations</li> </ul>	
<b>Skills:</b>	<ul style="list-style-type: none"> <li>Good IT skills</li> <li>Highly motivated and able to work on own initiative</li> <li>Strong desire to deliver excellent customer service.</li> </ul>	

## Pool Lifeguard - Key terms and conditions

<b>Salary</b>	£8.50 per hour Payable on 28 <sup>th</sup> of each month
<b>Working Hours</b>	Various hours available on a casual basis  There will be a variable working pattern based on the needs of the role, and will include weekend, evening and bank holiday working.
<b>Location</b>	This role is based at UKSA, Arctic Road, Cowes
<b>Pension</b>	National Employment Savings Trust Employer contribution of 1%
<b>Sickness</b>	Entitled to statutory sickpay
<b>Notice Period</b>	1 weeks notice will be required.
<b>Disclosure and Barring Service check</b>	An Enhanced Disclosure and Barring Service check will be applicable

