



## LIFEGUARDS

### **Role Profile**

Port Regis is one of the top Prep Schools in the country with world class sports facilities. We are seeking to appoint lifeguards to work for us on a casual basis (hours to be offered when available).

### **Remuneration and Benefits**

The successful candidate can expect:

- Competitive rates of pay, pension and holiday benefits.
- An employee assistance programme with extensive support in relation to wellbeing and wellness, finance and legal, work and personal issues, as well as a wide range of rewards and discounts.
- Complimentary use of the School's staff gym and Sports Centre.
- Delicious meals in our Dining Hall when working during term time.
- To join a delightful team and exceptional working environment.

### **Job Description**

**Reports to:** Swimming Coordinator

### **Main Responsibilities**

- To ensure the safety of swimmers by complying with Port Regis' Sports Centre policies and procedures and in particular, the Sports Centre's Normal Operating Procedure and Emergency Action Plan.
- To lifeguard the swimming pool in accordance with your National Pool Lifeguard Qualification.
- To ensure that all swimming-related areas of the Sports Centre are maintained to the required standard of cleanliness.

### **General Duties**

- Lifeguard the swimming pool in accordance with the Safety in Swimming document and the RLSS Guidelines.
- Ensure that all rescue equipment is maintained and positioned correctly during opening times.
- Ensure that all lifesaving skills are maintained to the current NPLQ standards.
- Undertake monthly lifeguarding training, annual safeguarding training and other training as required by the School.
- Undertake general cleaning duties as directed by the Swimming Coordinator.
- Comply with statutory requirements for example the Health and Safety at Work Act and the Data Protection Act and School policies and procedures in this regard.

- Safeguarding and compliance with our Child Protection & Safeguarding Policy and procedures.
- Maintain positive and effective communication with all members of the Port Regis community including pupils, staff, parents and Old Port Regians (OPRs); external users; the local community; and outside agencies.
- Ensure the reflection of Port Regis' values in all communications.
- Adhere to the school's policies as contained in the Staff Handbook.
- Undertake other such duties as may reasonably be required from time to time.

## **Person specification**

### ***Essential***

- A commitment to promoting and safeguarding the welfare of children
- A kind, caring and cheerful nature
- Adaptable, flexible and calm under pressure

### ***Desired***

- National Pool Lifeguard Qualification (but we can be arrange the necessary training/qualification for successful applicants)

## **Equality, Diversity and Inclusion**

Port Regis is committed to equality, diversity and inclusion. We encourage applications from a diverse range of suitably qualified candidates, including candidates wishing to work flexibly and requiring reasonable adjustments.

## **Application Procedure**

If you feel you can meet the requirements of the post, I would be delighted to hear from you. Please send your CV, along with a covering letter/email, to our HR Manager, Mrs Geraldine White at [hr@portregis.com](mailto:hr@portregis.com) or via post to Port Regis, Motcombe Park, Shaftesbury, Dorset SP7 9QA at your earliest convenience. Please read the Explanatory Notes and Child Protection Policy in conjunction with your application.

Kevin Binns  
Bursar

Note: The post-holder's responsibility for promoting and safeguarding the welfare of children and young persons, for whom they are responsible, or with whom they come into contact, will be to adhere to and ensure compliance with the school's Child Protection Policy at all times. If, in the course of carrying out the role, the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, they must report any concerns to the school's Designated Safeguarding Lead or to the Headmaster.