

# BROMSGROVE SCHOOL

## SWIMMING TEACHER – (part time)

*The school is committed to safeguarding and promoting the welfare of children and young people.*

*Applicants must be willing to undergo child protection screening including checks with past employers and the DBS.*

### **JOB DESCRIPTION**

**Job Title:** Swimming Teacher

**Department:** Bromsgrove School Swimming Academy

**Line Manager:** Master i/c Swimming

**Hours of Work:** Thursday 5.30 p.m.-7.30 p.m., Saturday 7.45 a.m.-11.30 a.m., 2.45 p.m.-5.15 p.m. (Approx 43 weeks of the year)

**Holiday Entitlement:** 6.4 weeks pro-rata, holidays to be taken during specified school holiday periods.

**Rate of Pay:** £ 21.17 per hour.

### **PURPOSE**

To assist in the successful Bromsgrove School swimming academy (BSSA) development programme teaching a wide range of ages and abilities based on the ASA National teaching plan.

To offer a positive contribution towards further development through imagination, flair, and hard work

### **JOB ACTIVITIES: Swimming Lessons Programme**

To teach swimming to children from age(s) 4 to 17 in line with the ASA National Teaching Plan (stages 1 to 10) and published timetable.

### **JOB ACTIVITIES: Administration Duties**

To assist with all lesson plans and registers so they are kept up to date.

Full training will be given on Learn 2 (the administration software for swimming teachers on the poolside).

### **JOB ACTIVITIES: Programme Development**

To assist the Head Coach and Swimming Lessons Coordinator in the development of the programme.

### **JOB ACTIVITIES: Health and Safety**

To take care of their own health and safety and that of others who may be affected by their acts or admissions at work.

### **JOB ACTIVITIES: General**

To undergo regular training to ensure compliance with industry standards (NPLQ / NRASTC) and programme demands. To attend relevant team meetings and development sessions.

To attend annual training in line with Bromsgrove School Safeguarding policy(s) / procedures.

To deal courteously, efficiently, and effectively with all customer needs, complaints, accidents, incidents, and defects as they arise and assist with the completion of relevant forms.

Assist in emergency procedures as set out in the emergency procedure manual (EAP & NOP).

#### **CONTACTS**

The post holder is in regular contact with the swim lessons team members including head coach, supervisors and other teachers.

The post holder is in regular contact with other centre staff including Duty Officers.

#### **CREATIVITY**

The post holder should be able to adapt their teaching techniques to meet the requirements of the clientele. The ability to encourage continued custom is an essential part of this role.

#### **DECISION MAKING**

The post holder will make decisions in respect of the safe and effective planning and delivery of all classes they teach.

#### **SUPERVISORY RESPONSIBILITY**

The post holder will supervise members of the public in the swimming lessons environment.

#### **SUPERVISION RECEIVED**

The post holder is responsible to the appointed Head Coach and Swimming Lessons Coordinator.

#### **COMPLEXITY**

The post holder will require the confidence and interpersonal skills required to communicate with a wide range of children, their parents/carers, and adults.

#### **QUALIFICATIONS**

ASA Leve 2 Swimming Teacher or STA Level 2 Certificate in teaching swimming.

#### **SPECIAL CONDITIONS**

The post holder will be required to take holiday entitlement during non-course weeks, wear the uniform provided, complete an Enhanced DBS check, and attend a RLSS rescue award.

The post holder will be in daily contact with members of the public and may on occasion be required to deal with difficult situations. The post holder will always display a calm and caring attitude.

#### **HOW TO APPLY**

Closing date is 6 February 2026

**Please complete the online application form.**

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