



## MARLBOROUGH COLLEGE

### Job Description

<b>POSITION:</b>	Casual Lifeguard
<b>DEPARTMENT:</b>	Swimming Pool
<b>REPORTING TO:</b>	Swimming Pool Manager
<b>SALARY:</b>	£10.45 per hr
<b>HOURS OF WORK:</b>	The pool is generally open 06:45-22:00hrs Monday to Friday, and 06:45-13:00hrs during weekends, throughout the year. Casual Lifeguards are required to support the main team who work on a rota system between these hours. This employment will be on a 0hrs basis.

### The College:

Founded in 1843, Marlborough College is the UK's largest co-educational full boarding school, educating just over 1,000 pupils, aged 13 to 18 years, from the UK and overseas. Whilst we are proud of our Anglican heritage, ours is an inclusive ethos, welcoming pupils of all faiths and none. We have six girls' houses, six boys' houses and four mixed houses of 13- to 16-year-old boys with Sixth Form girls and boys. The pastoral care delivered through our 16 boarding houses is unrivalled, ensuring each child is known and cared for individually. The Guidance Centre exists to make sure that further education and careers after school are fully explored and carefully planned.

Pupils form friendships for life and develop the social and leadership skills needed to flourish as adults. They are encouraged to be outward facing and to aspire to change things for the better – ultimately, we would like to be judged by the contributions made by past, present and future Marlburians to the health of wider society throughout the course of their lives.

It is testament to our outstanding academic education and world-class co-curricular activities that our pupils are invariably ambitious, aspirational and high achieving. More than 80% gain places at Russell Group universities or Oxbridge, our sports teams regularly reach the latter stages of national competitions, our Symphony Orchestra plays in partnership with the Southbank Sinfonia and our artists exhibit in the Mount House Gallery.

Located in beautiful Wiltshire, in one of the most attractive market towns in the country, the College benefits from a 286-acre site, stunning period buildings including a Gothic Revival chapel and the neoclassical Memorial Hall, which is also a world-class concert hall, and university-quality sporting facilities. The campus is centred around the magical Marlborough Mound, a 4,000-year-old Neolithic mound, reputedly the burial place of Merlin. The College enjoys the advantages of being within easy reach of Heathrow, London and, indeed, many other parts of the country.

Further details about Marlborough College can be found online at [www.marlboroughcollege.org](http://www.marlboroughcollege.org).

## **Marlborough College Mission**

To deliver the best independent, co-educational, full boarding education in the UK and to be recognised for this globally.

## **Key purpose of the role**

To be a member of the team by assisting the pool manager and the pool supervisors in the daily operations of the swimming pool complex. Ensure the safety of the users and compliance with safety legislation and procedures.

## **Main areas of the role**

- To be vigilant and proactive in terms of providing a safe environment for College pupils under “Duty of Care” procedures.
- To be proactive and supportive when dealing with Health Club Members, being vigilant of their needs and focused on service.
- Ensure the pool and surrounding area is maintained in a safe condition in compliance with current Health and Safety legislation.
- Maintain a high standard of hygiene and cleanliness throughout the pool complex.
- Ensure the correct behaviour and use of the pool by all users in accordance with the pools rules and safety regulations.
- Ensure all the pools NOPs, EAP and documented procedures are adhered to.
- Carry out routine plant and building works to ensure correct water and atmospheric conditions are maintained.
- Undertake other duties appropriate to the grading of the post.

## **Person Specification**

	<b>Essential</b>	<b>Desirable</b>
<b>Education and qualifications</b>		
National Pool Lifeguard Qualification.	✓	
First Aid Certificate		✓
AED certificate		✓
ASA Swim or Coaching Certificate		✓
IRSM or equivalent pool plant operator's certificate		✓
<b>Skills and Abilities</b>		
Excellent interpersonal skills to liaise and work within a small team and with pupils and teachers	✓	

## **General Responsibilities**

### **Policies & Procedures**

The postholder is required to familiarise themselves with all College policies and procedures and to comply with these at all times, including ensuring that their own job role procedures are regularly kept up to date.

### **Safeguarding (Updated Feb 2024)**

Marlborough College is committed to safeguarding and promoting the welfare of children and young people. The College expects all staff and volunteers to share this commitment and staff must adhere to and ensure compliance with the College's Safeguarding Policy at all times.

In line with Keeping Children Safe in Education legislation and safer recruitment practices, the College will conduct an online search for all shortlisted candidates. The online search is part of our safeguarding checks and will seek publicly available information on candidates' suitability to work with children. Shortlisted candidates will be provided with further guidance and will be asked to clarify their online presence.

The successful applicant must be willing to undergo child protection screening appropriate to the post and cannot start in post until all pre-employment checks have been completed satisfactorily.

Please note: Any position that involves working with children in schools requires declaration of ALL convictions/cautions regardless of whether these are deemed as spent and an Enhanced DBS check will be carried out before any employment commences.

We particularly welcome applications from underrepresented groups including ethnicity, gender, transgender, age, disability, sexual orientation, or religion.

The College is an educational charity and equal opportunities employer.

### **Confidentiality & Data Protection**

The postholder must maintain the confidentiality of information about students, staff and any other personal information and meet the requirements of the Data Protection Act and GDPR.

### **Health & Safety**

Staff must be aware of the responsibilities placed on them under the Health and Safety at Work Act (1974) and any subsequent relevant legislation and must follow these in full at all times including ensuring that they act in line with all agreed procedures at all times in order to maintain a safe environment.

All staff are responsible for considering the Health and Safety of themselves and others as an integral part of their job and are expected to comply with the College Health and Safety policy.

### **Mandatory Training**

All staff are expected to complete the following mandatory training prior to their employment start date:

- Child Protection in Education (11 to 18 years)
- H&S in Education: Staff Awareness
- Fire Safety in Education
- A Guide to UK Data Protection: Education
- Equality and Diversity
- Working with Display Screen Equipment
- Moving and Handling

Staff will be required to attend mandatory training during their employment with the College in order to maintain a healthy and safe working environment.

### **Job Description**

This Job Description outlines the purpose and key tasks required to indicate the level of responsibility. It is not a comprehensive or exclusive list and duties/specific tasks may be varied from time to time, without changing the general character of the job or the level of responsibility entailed. This will allow flexibility for the College to respond to changing priorities and also support and enhance individual professional development. It is the practice of the College to examine job descriptions periodically, update them and ensure that they relate to the job performed, or incorporate any proposed changes. This procedure will be conducted by the Line Manager in consultation with the post holder.

**Signed:** ..... **Date:** .....

**Print Name:** .....