

PERSON SPECIFICATION

POST: Watersports Development Assistant – Senior Instructor

GRADE: 4

The person specification is an important part of the recruitment process. It should be read carefully as it will form the basis of shortlisting and ultimately, appointing the successful applicant. You must demonstrate how you meet each of the following criteria in your application.

ESSENTIAL REQUIREMENTS	Assessment Criteria
Qualifications:	
<ul style="list-style-type: none"> • Must hold the RYA Senior Instructor Qualification Hold at least one other valid coaching qualification from the list below: <ul style="list-style-type: none"> • RYA Dinghy, Powerboat or Start Windsurf Instructor • MTA Hill & Moorland or above, Single Pitch or Climbing Wall Award • BWSW System 2.0 Operator Licence • BCU UKCC Level 1 Coach Award Hold a valid First Aid certificate 	C/AF
Skills	
• Ability to lead & manage a team (acting as Duty Manager)	AF/I
• Ability to plan activity programmes	AF/I
• Able to work on own initiative and make decisions	AF/I
• Good standard of written and numeration skills	AF/I
• Able to demonstrate the ability to communicate and handle enquiries from customers effectively.	AF/I
• Possess good motivational skills	AF/I
• A basic understanding of and commitment to equality and diversity.	AF/I
• Competent user of IT packages	AF/I
• A positive attitude towards teamwork.	AF/I
Experience & Knowledge	
• Minimum of 1 years leadership experience	AF/I
• Good understanding of NGB initiatives & coaching practises	AF/I

• Knowledge of Health and Safety requirements for adventurous activities	AF/I
• Practical knowledge of the repair & maintenance of equipment	AF/I
• Hold a clean full UK driving licence	AF/I
Behaviours	
• Professional	AF/I
• Respectful	AF/I
• Knowledgeable	AF/I
• Passionate	AF/I
• Solutions Driven	AF/I
DESIRABLE REQUIREMENTS	Assessment Criteria
Qualifications:	
• Level 3 Education and Training	C/AF
Skills	
• Experience in other watersports & adventurous activities other than your coaching sports	AF/I
• Able to use a management information system and / or web design	AF/I
• Experience of working under pressure in a service capacity.	AF/I
•	AF/I
Experience & Knowledge	
• Be familiar with Education key stages and GCSE Requirements	AF/I
• Have an understanding of sport development	AF/I
• Experience of driving a minibus and hold a D1 or willing to train.	AF/I
• Experience of leading a project / initiative	AF/I
• Experience of running DofE programmes	AF/I

NOTE TO APPLICANTS:

Please demonstrate in your application how you feel you meet the above requirements

KEY: I = Interview, C = Certificate, AF = Application Form, T = Test