

Job Description

Job Title:	Technical Aquatics Manager
Department:	Learn to Swim
Reporting To:	Head of Learn to Swim
Location:	Home Based with some requirement to work from SportPark
Hours of work:	Full Time
Job Purpose:	To support the development of Learn to Swim products and programmes to assist providers to deliver high quality programmes, leading to an increase in the number of children and adults learning to swim. Responsible for generating income through awards and resource sales and business solutions.
Salary:	£32,021 per annum

Strategic Influence

(The extent to which the role demands strategic thinking to influence colleagues and stakeholders in support of the organisation's aims.)

- To drive the achievement of wider organisational key performance indicators including Learn to Swim, Swim Schools, Workforce and School Swimming.
- To be an advocate for the continued use of data and insight to develop and monitor the Learn to Swim participation, school swimming attainment levels and sales of awards and resources.
- To increase the awareness and involvement of key stakeholders in Swim England marketing campaigns and product development.
- To obtain commitment from partners for Swim England products.
- To influence, drive and assist in the implementation of initiatives, ensuring that organisation and delivery of Learn to Swim Programmes are of a high standard
- Where appropriate, use influence to encourage an increase in the take up of Swim England awards and resources by operators.

Key Relationships

(The breadth of collaborative working and influence over internal / external stakeholders)

- To effectively manage key stakeholder relationships.
- To work cohesively with the all Swim England and Institute of Swimming departments to ensure a coordinated approach for our partners.
- To support and strengthen relationships with key stakeholders (e.g. Operators, Local Authorities, Active Partnerships, Sport England, DFE, Youth sport trust etc.)

Professional Expertise

(The degree of technical knowledge & experience which is needed)

- Utilise knowledge and experience to implement processes which will have a positive impact on the quality and delivery of Learn to Swim programmes, including contributing to the writing and development of programmes resources.
- Fully understands the customer journey in relation to Learn to Swim
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; benchmarking state-of-the-art practices; participating in professional societies

Scope and Accountabilities

(The degree of leadership / managerial / budgetary or people responsibility and/or key focus of the role - what it is expected to deliver)

- To increase the number of children and adults participating in Swim England Learn to Swim programmes
- To support Active Partnerships and Schools in influencing the number of schools signing up to the School Swimming Charter and increasing attainment figures.
- Where agreed, to undertake reviews and projects linked to an operators Learn to Swim programme, including Business Solutions.
- To act as a role model for Swim England, communicating effectively with people at all levels internally and externally.
- To use data captured to inform decisions on which operators to prioritise and how best to support them in growing their programmes and increase revenue.

Deliverables:

(The actual tasks and KPIs against which performance is measured and appraised)

- To develop and contribute to technical products and programmes in relation to Learn to Swim
- To work on a consultative basis with customers, to improve and increase the Learn to swim activity at their sites
- Analyse data from customer's programmes and work in cohesion with them to optimise the opportunities for increased income generation
- To signpost opportunities for operators to develop their workforce on Swim England and Institute of Swimming courses
- To research, prepare, justify and present reports and case studies
- The post requires National and International travel
- The post holder will carry out any other duties as are within the scope, spirit and purpose of the job as requested by the line manager or Head of Department
- The post holder will proactively comply with and promote all organisation policies, in particular those relating to Equality and Diversity, Health & Safety and Data Protection.

Person Specification

Skills:	Essential	Desirable
Proven ability to form relationships with a variety of external partners.	X	
Confident communicator with the ability to influence key partners at all levels within the industry	X	
Able to meet targets and manage a varied workload	X	
Able to apply specialist LTS knowledge to various stakeholder situations.	X	
Data literate and analytical	X	
Knowledge:		
Working knowledge of the Swim England Learn to Swim and Clubs programme	X	
Clear understanding of the Swim England Learn to Swim and Clubs Programme and all the resources linked to it	X	
Acts as a credible reference point for others, sharing knowledge and providing guidance.	X	
An understanding of project management		X
Experience:		
Proven ability to form relationships with a variety of external partners	X	
Experience of forming and strengthening relationships with key stakeholders	X	
Experience of teaching within a Learn to Swim Programme	X	
Experience/understanding of customer relationship management systems		X
Experience in the commercial sector		X
Approach:		
Flexible approach, always willing and eager to learn new things	X	
Ability to travel nationally and internationally (infrequently) as required	X	
Consultative but outcome/solution focused approach	X	
Qualifications:		
Educated to degree level or equivalent		X
Level 2 Swim Teacher or coach equivalent	X	
Qualified Swim Tutor		X