

Job Description

Position Title:	Junior School PE Swim Support	September 2026
Reports To:	Head of Faculty – Health and Physical Education	
Area of College:	Junior School	

Motto and Values

At the heart of St Cuthbert's College is our beloved motto: By Love Serve

For over a century, this simple yet powerful phrase has been the cornerstone of our College, guiding generations of students in leadership through service to others. As relevant today as it was in 1918, "By Love Serve" underpins everything we do at the College.

Throughout our rich history, this motto has become synonymous with what it means to be a St Cuthbert's girl.

Building on this legacy, our **SERVICE** values - a framework that encapsulates the spirit of the College.

Our values are intrinsically woven into our ethos of service:

- **SPIRIT:** We have confidence and pride in who we are and know that we are connected to something greater than ourselves.
- **EXCELLENCE:** We strive for our personal best for the greater good.
- **RESILIENCE:** We are strong in character and adaptable when approaching new challenges.
- **VALOUR:** We exemplify authenticity, courage and perseverance in matching our beliefs with action.
- **INTEGRITY:** We embody honesty and respect in our learning, communities and environment.
- **COLLABORATIVE:** We harness our diversity and unique perspectives, recognise the power of teamwork and strive for shared goals.
- **EMPATHY:** We care for one another, with kindness, compassion and humility.

These values not only reflect what it means to be a St Cuthbert's student but also embody the principles that we, as staff, strive to uphold and model every day.

Position Overview

The Junior School PE Swim Support supports the delivery of swimming lessons to Junior School students, working alongside PE teachers to provide engaging, safe and encouraging swimming experiences.

The role includes a combination of pool-based instruction and poolside support, helping students develop their swimming ability, water confidence and awareness of water safety.

The successful candidate will be enthusiastic about working with young children and committed to creating a positive environment where students feel supported and encouraged to develop their skills.

The College reserves the right to review the Job Description as outlined below.

Key Accountabilities

Swimming Instruction and Support

- Support the delivery of swimming lessons for Junior School students.
- Provide swimming instruction and guidance appropriate to students' individual abilities and confidence levels.
- Work alongside PE teachers to implement planned swimming activities and programmes.
- Assist students to develop fundamental swimming skills, water confidence and water safety awareness.
- Provide encouragement and positive reinforcement to support student participation and progress.
- Provide poolside support and supervision as required.
- Assist with the preparation, organisation and pack-up of swimming equipment and resources.
- Adapt activities where appropriate to support different student abilities and needs....

Student Safety and Wellbeing

- Maintain a strong focus on student safety and wellbeing at all times.
- Ensure students are appropriately supervised in and around the swimming pool.
- Follow all College pool, health and safety and emergency procedures.
- Identify and promptly communicate any safety concerns, incidents or injuries to the appropriate PE teacher.
- Promote positive behaviour and respectful interactions during swimming sessions.
- Create an inclusive and supportive environment where students feel safe and confident to participate.

Teamwork and Communication

- Work collaboratively with PE teachers and other Junior School staff.
- Communicate effectively with teachers regarding student progress, participation and any concerns.
- Follow lesson plans, instructions and College procedures.
- Contribute positively to the wider Junior School PE programme.

Professional Development

- Pursue ongoing professional development through best practice

Health & Safety Responsibilities

- Adhere to the College Health & Safety policies
- Maintain safe and organised work areas
- Know and follow emergency procedures
- Ensure compliance with safety regulations

The above key tasks, responsibilities etc within this role are not meant to be limiting – rather to give an outline of essential duties of the position that may change from time to time, which will require flexibility.

Equal Employment Opportunity

St Cuthbert's College is an equal-opportunity employer committed to promoting equal employment opportunities.

Key Relationships

Internal Stakeholders:

- Principal
- SLT
- Academic staff
- Professional Services staff

External Stakeholders:

- College community: parents and caregivers

Qualifications and Experience

- Experience working with children, preferably in a swimming, sports or school environment.
- Experience teaching or supporting swimming lessons is desirable.
- Confidence and capability working in and around a swimming pool.
- A good understanding of water safety and safe pool practices.
- The ability to communicate clearly and positively with young children.
- A patient, encouraging and supportive approach.
- The ability to work effectively as part of a team.
- A strong commitment to student safety and wellbeing.
- Relevant swimming, aquatic or first aid qualifications would be an advantage.

Skills, Competencies and Alignments

Key Competencies

- Outstanding interpersonal skills
- Strong writing skills
- Excellent communication abilities across all stakeholder groups
- Strategic thinking and problem-solving skills
- Strong organisational, planning and administrative capabilities
- Strong ILT skills and integrating ILT into practice

Personal Qualities

- High emotional intelligence
- Adaptable and flexible approach
- Empathetic and approachable personality
- Resilient and adaptable leadership style
- Results-oriented and self-motivated

- Proactive problem-solving mindset
- Professional demeanour and presentation

Values and Alignments

- Strong moral compass
- Commitment to the ethos and values of the College – “By Love Serve” principles
- Cultural awareness
- Value community connections
- Awareness of and commitment to educational excellence, including best practice globally