

## committed to helping everyone live their best life

It's quite simple. As part of the Active Tameside team, while you're helping others to live their best life, we'll be helping you to live your best life too.

As an awarding winning and compassionate Charitable Trust we have your health, wellbeing and happiness at heart, offering excellent training, development and career progression, a host of benefits including a local government pension scheme and free Active Premier membership with access to all 7 of our facilities. Membership includes gym, classes, general swim, spa and exclusive Les Mills virtual classes on our app - all worth £34.99 per month.

**Help us make a difference. Be part of something special.**

## Casual Independence and Life Skills Assistant

<b>Salary:</b>	£8.29 per hour for under 21 years of age £8.52 per hour for 21 – 22 years of age £9.08 per hour for over 23 years of age
<b>Location:</b>	Active Medlock, Adventure Longdendale, Tameside Wellness Centre, Community Settings
<b>Working hours:</b>	Various
<b>Contract type:</b>	Casual
<b>Closing date:</b>	Open
<b>Job Reference:</b>	AT109

### how to apply

To apply for this position please fill out the form online or alternatively complete an application form and return it to [HR@activetameside.com](mailto:HR@activetameside.com) or Human Resources, Active Tameside, Active Ken Ward, Hattersley Road East, Hattersley, Hyde, SK14 3NL.

Application forms can be found on [www.activetameside.com/job-vacancies](http://www.activetameside.com/job-vacancies) or email [HR@activetameside.com](mailto:HR@activetameside.com). For help or advice in completing the application form please contact Human Resources on 0161 366 4814.



### here for Tameside, not for profit.

Active Tameside is a registered charity which means 100% of our profits go back into ensuring the best possible facilities and services for the Tameside community.

Find out more at [activetameside.com/charity](http://activetameside.com/charity)



## job description

To support Active Tameside Life Skills and Independence Coaches on our holiday and community programmes across Tameside, providing children with opportunities to take part in sport and a variety of other activities.

## role profile

<b>Role Title:</b>	Casual Life Skills and Independence Assistant
<b>Grade:</b>	B
<b>Date:</b>	October 2021
<b>Responsible to:</b>	Service Development Manager

### Accountabilities:

All our roles play a key part in delivering our strategic themes to achieve our goals:

1. Contribute towards achieving a positive culture in delivering our dynamic and life enhancing strategy and outcomes. Build positive and effective relationships with customers, colleagues, partners and key stakeholders.
2. To support Active Tameside life skills and independence coaches to plan and deliver high quality fun sports sessions and activities on our community and holiday camp programmes.
3. To ensure all health and safety guidance is adhered to when delivering sessions in community or holiday camp settings
4. To undertake training as required.
5. Be a flexible and proactive team member who inspires improvements and developments in people, performance and processes. To inspire a "best in class" approach in representing our brand internally and externally.
6. Live and breathe the vision and values of Active Tameside in a customer focused way to drive us to be the best that we can be. To lead by example and to be an active role model in delivering our policies and procedures.

## Requirements:

Our recruitment process will include you demonstrating these requirements from your application form, interview and/or assessment(s):

<b>Knowledge</b>	<b>Experience</b>
<b>Experience of supporting children, young people or adults in other settings e.g. mainstream, outdoor Education, care homes</b>	<i>Experience of assisting activities in a school, community or holiday based setting</i>
<b>Able to communicate effectively with children/adults, other staff, parents and carers</b>	<i>Experience of working with target groups e.g. people from different cultural backgrounds, people from socially disadvantaged areas or people with disabilities</i>
<b>Knowledge of health and safety requirements when delivering structured sessions</b>	<i>Experience of updating health and safety records to ensure safety of all participants</i>
<b>Good level of education</b>	<i>Experience of being compliant with health and safety guidelines.</i>
<b>Knowledge of equal opportunities issues and appreciation of equal opportunities within service provision</b>	<i>Experience of working within a diverse workforce.</i>
<i>Basic knowledge of Policies including Child Protection/Safeguarding and Behaviour Policy</i>	
<i>Health and social care/Teaching Assistant or NGB Governing body level 2</i>	
<i>Membership of NGB coaches association</i>	
<b>Skills</b>	<b>Values</b>
<b>Can work under the direction of others to support individuals or groups</b>	★ <b>Active</b> - we encourage people to be healthy and active.
<b>Can use initiative when supporting individuals within activities during sessions</b>	★ <b>Champion</b> - we work and adapt so that we can be the best.
<b>Ability to communicate effectively with both children and adults</b>	★ <b>Together</b> - we are there for people that need our help.
<b>Ability to motivate others and be self-motivated/enthusiastic</b>	★ <b>Integrity</b> - we are genuine and honest with people.
<b>Ability to work in a team</b>	★ <b>Value</b> - we respect people's opinions and differences.
<b>Willingness to work flexibly when required</b>	★ <b>Enthusiasm</b> - we enjoy what we do and act positively

Essential Criteria – in bold

Desirable Criteria – in italics

**our employee  
lifecycle**



**Hire me**

Provide a job role that enables me to utilise my unique talents ensuring individuals are fit for purpose and success.

**Develop me**

I am supported by managers that will help me develop as an individual to be the best I can be.

**Manage my performance**

Provide an environment that promotes continuous learning and development. Managers and employees are clear on their mutual expectations and managers provide helpful and constructive feedback.

**Engage and motivate me**

I am able to participate in decisions that affect me and my team. And concerns I have are dealt with urgently with any issues dealt with sensitively and with emotional intelligence.

**Thank me**

My time and extra effort are recognised and appropriately rewarded. Leaders and managers show respect for my time.

**Wish me farewell**

My feedback is appreciated and may enable continued improvements in the workplace for others.