

Job Description and Person Specification

Ready Steady Go! Physical Activity Lead

A Lambeth to be proud of



Job Title: Ready Steady Go! Physical Activity Lead

Grade: PO1

Directorat: Growth and Environmnet

Division: Environment and Streetscene

Business Unit: Parks and Leisure

Reports to: Sports Development Officer

Responsible for: Delivery of physical activity for the Specialist Weight Management Programme for Children

Main purpose of post

To support parent/carers and children to identify and understand their current barriers to being active. To provide inspiring, interactive and engaging physical activity sessions. To support individuals to set realistic and SMART goals in terms of changing behaviour and achieving positive healthy outcomes.

Main Responsibilities

1. To be responsible for the planning and delivery of safe and effective physical activity sessions.
2. Following the curriculum provided, plan fun, interactive and tailored physical activity, which meet the needs of the members of the group.
3. Ensure a variety of experiences for the attendee's, utilising a range of skills, activities, and approaches to the delivery of the sessions
4. Respond to individual needs and queries of participants, where appropriate.
5. Embrace and act on feedback from your colleagues and the RSG coordinator to ensure continual improvement in your role.
6. Ensure Activity sessions are delivered to a high standard and that participants and staff conduct themselves appropriately in sessions
7. Take responsibility for equipment used; count stock in and out during every session, report damage/breakage/loss to the coordinator
8. Set up and check the safety of equipment
9. To be aware of and adhere to the child protection procedures

10. Record accidents and incidents following the appropriate process
11. Always act in the best interest of the children attending the programme and be sensitive to the issues faced by overweight and obese children and their carers.
12. To work flexibly in undertaking the duties and responsibilities of this job, and participate as required in multi-disciplinary cross-department and cross-organisational groups and task teams.
13. To take responsibility, relevant to the post, for ensuring that Council statutes and government legislation is upheld. This includes, amongst others; Management Compliance Charter, Environmental Policy, Data Protection Act, Race Equality Action Plan, Quality Assurance Plan, Health & Safety, Sustainable Construction and Recycling.
14. To take responsibility, appropriate to the post for tackling racism and promoting good race, ethnic and community relations

PERSON SPECIFICATION

Ready Steady Go! Physical Activity Lead

It is essential that in your written supporting statement you give evidence or examples of your proven experience in each of the short-listing criteria marked Application (A) You should expect that all areas listed below will be assessed as part of the interview and assessment process should you be shortlisted. If you are applying under the Disability Confident scheme, you will need to give evidence or examples of your proven experience in the areas marked with a "Tick" (✓) on the person specification when you complete the application form.			Shortlisting Criteria
<i>For link/career graded post, please mark knowledge, experience, and behaviours clearly for each grade.</i>			
Key Knowledge	K1	Knowledge of the impact of physical activity on obesity and related conditions	✓A
	K2	Good administrative and organisational skills	✓A
Relevant Experience	E1	Experience of working with groups of children; to have the ability to relate to children who are above the healthy weight; to motivate them to participate in the games-based activities.	✓A
Qualification	Q1	Must have a minimum of a Level 2 current and relevant physical activity or sports coach qualification.	✓A
	Q2	Current First Aid Certificate	✓A
	Q3	Enhanced DBS Clearance	✓A
Core Values and Behaviours		Equity - Listen to the views of others and ask for their opinions making sure that everyone in my team inputs into the things that matter. - Ensure fairness and justice is at the heart of my decision making and support to my team and others. - Take time to build trust, building the respect of our stakeholders and ensuring as a team we take accountability for doing what we agree to do.	

		• Develop others and ensure we work as one team for Lambeth, encouraging everyone to play their part • Take positive action to ensure everyone in my team has opportunities to learn and grow at work • Encourage everyone to be themselves at work and value who they are • I am inclusive and actively celebrate diversity, recognising everyone in my team as individuals.	
		Kindness • Treat each member of my team with respect and dignity just as I would want for myself. • Encourage each member of my team to do their very best work and am available to them to provide support and guidance. • Personalise my support to each team members and look out for them, lending a hand wherever I can • Encourage everyone to try and learn from mistakes and use integrity to take action with my team to put things right together • Work with empathy seeking to understand each and every member of team, their unique perspective and circumstances and ensure everyone is heard • Take the time to communicate, being honest, open and genuine and taking the time to get to know team members as individuals. • Show compassion and patience recognising that everyone in the team has unique experience and celebrating the great work they do for Lambeth. • Look after the health and wellbeing of my team members and encourage open and regular discussions about the issues that impact on them, working together to find solutions.	
		Accountability • I encourage and support my team to do the right thing even when it's tough and we communicate our decisions in a timely way • I ensure my team and employees take individual and collective accountability for performance and delivery, making sure that they have clear plans and performance objectives.	

		• I ensure my team plan ahead, getting the basics right and take swift action when problems arise • I encourage my team to be risk aware and ensuring that our decisions and actions are informed and understood and communicated to others. • I provide regular, timely and constructive feedback to my team members on their performance and behaviours and act quickly when performance is not on track. • I share my learning, knowledge and skills with others thorough coaching and mentoring and encourage others to do the same. • I ensure that my team and I put residents, communities, customers and their needs at the centre of everything we do. • I encourage my team to learn and grow and ask questions to find the information they need to do their jobs	
		Ambition • Am proud of our borough and my team and encourage everyone in the team to aim for the highest possible standards of excellence in everything we do. • Encourage my team to be flexible and try new things when it's appropriate to do so and tell me what could be improved. • Promote a one team for Lambeth approach reaching out to our stakeholders to face our challenges together • Encourage and support my team to be courageous for our residents and communities and stop at nothing to ensure they have the best possible outcomes • I make time for the team to Innovate and look for creative ways to do things better, being curious about possibilities. • Positively challenge and encourage the team to collaborate and look for solutions together across service and team boundaries. • Make time for my team to grow and develop taking advantage of opportunities to learn from each other and others. We plan our learning and career growth.	