



HEAD OF LEARN-TO-SWIM

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Côte d'Or National Sports Complex is Mauritius' premier sporting and event destination. An exciting role for an experienced Head of learn-to-swim to grow and develop the learn-to-swim programs at the Cote d'Or National Sports Complex. This Head of Leran-to-Swim will be responsible for leading the development of a program and curriculum to teach all ages how swim anf to be water-safe at the Aquatic Centre.

The Head of Learn-to-Swim reports to the Chief Operating Officer of Mauritius Multisport Infrastructure Limited (MMIL). Out of normal hours work and work on weekends will be required.

DETAILS

- Permanent full time
- Excellent package for the best candidate
- Team Leadership role
- Basic Salary Rs 30,000 + benefits

Candidates will be ranked on “Critical” and “Highly Desired” categories with the top 6 candidates being awarded an interview.

CRITICAL QUALIFICATIONS & EXPERIENCE:

- At least 2 years' experience teaching learn-to-swim
- Police clearance morality certificate
- Hold at least a Higher School Certificate and/or alternate equivalent qualification
- A good swimmer able to swim at least 400m continuously, demonstrating Freestyle, Backstroke, Breaststroke and Sidestroke accurately

HIGHLY DESIRED QUALIFICATIONS

- Learn-to-swim qualifications (the candidate will need to update or obtain a qualification in the first 2 months of employment if they do not have a current qualification)
- First Aid and/or Lifeguarding qualifications
- Proven experience in teaching all ages of people how to swim
- Proven experience in growing a learn-to-swim operation

DUTIES AND RESPONSIBILITIES

- Responsible for administering all Swim School operations including daily classes, schedules, lessons plans, staff and communications;
- Ensure that the duty roster covers for 100% of operational hours;
- To teach swimming across all age-groups;
- To build and lead a team of learn-to-swim teachers;
- To ensure all teachers are qualified and trained to the highest national and international standards;

- Actively and positively promotes the life skill of swimming and water safety;
- To work in collaboration with national water safety programs and delivering bodies;
- Supervise all aspects of the learn-to-swim program;
- Promotes and builds the program through schools, businesses, public sector and the general public;
- Be responsible for the cleaning, setting up, and maintenance of equipment;
- Continuously stay up to date with current health and safety standards, and maintain a current first aid or lifeguard certifications;
- Conduct weekly meetings with the team, set aims and targets;
- Create lesson plans and curriculums;
- Responsible for preventing injuries by minimizing or eliminating hazardous situations and potential dangers before they happen;
- To act as a professional rescuer if the need arises;
- To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Head of Learn-to-Swim in the roles ascribed to him/ her.

KEY SKILLS REQUIRED

- Driven and passionate about all aspects of swimming.
- Knowledge of all aspects of learning to swim and water safety.
- Self-starter, able to work on your own initiative, and have a good eye for detail.
- Organizational skills.
- An active learner
- Ability to be flexible and multi-task.
- Ability to use contact management system and other social media to create and send emails, newsletters, etc.
- Computer proficiency: word-processing, spreadsheet, PowerPoint.
- Outstanding organizational skills: Meeting coordination, Event planning, Publication scheduling.





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- Strong communication, leadership and interpersonal skills.
- Personable demeanor/excellent customer service orientation.
- Excellent written and verbal communication skills.
- Ability to communicate information effectively and persuasively.
- Ability to work independently while maintaining effective working relationships with co-workers, supervisors, customers, and the public.
- High standards for quality work.
- Sound decision-making ability;
- Enthusiasm for the mission of the Côte d'Or National Sports Complex;
- May be required to work outside normal working hours including Sundays and Public Holidays.

This role is an immediate requirement so if it sounds like your next role, please apply today.

HOW TO APPLY?

To apply, please submit the following:

1. A written response that details your ability to deliver the key accountabilities of the position;
2. A current resume;
3. Copies of mandatory qualifications required for the position;
4. A valid Character Certificate from within the last 6 months;
5. Referees (names and contact details of at least two referees).

Applications close

Thursday 30th March 2023 at 12:00

SEND YOUR APPLICATION EITHER:

by email



people@cotedorsports.mu

OR

by post



HR Officer

1st Floor, Multipurpose Gymnasium Building,
Cote d'Or National Sports Complex,
Motorway M3, Côte d'Or, Mauritius.



For all inquiries, please send an email to
people@cotedorsports.mu



Management reserves the right to call only successful candidates for interview or not make any appointment following this advertisement.

NOTE

1. Incomplete, inadequate or inaccurate application and non-submission of photocopies of certificates and documentary evidence of experience may cause your elimination from the selection exercise.
2. Applications not reaching MMIL by the above date and time will not be considered.
3. The MMIL reserves the right to call only successful candidates for interview or not make any appointment following this advertisement.

