

<b>Index</b>	<b>341/SAC/PEA</b>
<b>Post Title</b>	<b>PE Assistant</b>
<b>Division</b>	<b>Sport and Active Communities</b>
<b>Section</b>	<b>Active Schools</b>
<b>Location</b>	<b>Various</b>

\* Candidate's suitability will be measured by assessment in the following ways:

**A** – Application: **I** – Interview: **R** – References: **X** - Interview Exercise(s)

		Essential	Desirable	Assessment
<b>Experience</b>				
1	Experience of engaging children, young people and/or families through education, sport, health, community, leisure and/or recreation industries	X		A I
2	Engaging with children and young people from particularly hard to reach groups through sport and physical activity in education, sport, health, community, leisure and/or recreation industries to produce long term positive behaviour change		X	AI
3	Supporting and mentoring coaches, volunteers and other deliverers		X	A I
<b>Knowledge</b>				
4	Clearly demonstrate knowledge and understanding of the aims of the Active Schools Network	X		A I
5	Clear understanding of the benefits that physical activity and sport can bring to children, young people and/or families who have experienced adversity	X		A I
<b>Skills and Abilities</b>				
6	Good communication skills in all formats	X		I R
7	To work cohesively as part of a team	X		A R
8	Self-motivated	X		I R
9	Organisational skills	X		I
10	Strong swimmer – ability to pass swim test at interview	X		A I
11	Ability to prioritise tasks and work on own initiative	X		I
12	Able to demonstrate a drive and desire to improve performance and deliver better services	X		A I
13	Safety conscious and willing to work with the employer to maintain a safe and healthy place of work	X		A I
14	Ability to communicate with and motivate inactive, disengaged and hard to reach groups	X		I
<b>Attributes</b>				
15	Enthusiastic with a positive (can-do) attitude	X		I R
16	Confident and able to deal with and present to a range of audiences	X		I R

17	Adaptable		X	A I
18	Value and promote an inclusive and person-centered approach	X		I
19	Interest in swimming and leisure	X		A I
<b>Qualifications and Training</b>				
20	Current National Pool Lifeguard Qualification	X		A
21	First Aid at Work Certificate		X	A
22	College/university qualification in a subject relevant to the post and / or relevant work experience		X	A
23	Relevant Scottish Coaching Qualification – Leading Coaching Sessions Level (or equivalent – see Sport Aberdeen CIT Qualification List)	X		A
24	PVG Membership for Regulated Work with Children and / or Protected Adults or willingness to obtain prior to a formal offer of employment being made.	X		A
25	Ongoing CPD and willingness to undertake training/accreditation required for job role		X	A I
<b>Other</b>				
26	The job may involve some evening and occasional weekend working	X		I

<b>Prepared/Updated by</b>	Graeme Dale - Director of Sport & Active Communities	February 2025
<b>Approved by</b>	Nickie Scorgie - Head of Human Resources & Organisational Development	February 2025
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