



WE ARE HIRING!

At **ActiveMe 360** we passionately believe that leading an **active** and **healthy** lifestyle can support and improve people's **physical, mental and social wellbeing**.

We're now recruiting an **Operations and Team Programme Manager** to look after our **swim programme** - delivered to primary schools.

The successful candidate will share our **passion** and will align with our company values of **aspiration, community, trust, inclusivity, vitality, empowerment and safety**.

Demonstrative experience:

- Logistics: 1 year
- Operations management: 1 year
- People and project management: 1 year
- Building strong and meaningful relationships with key stakeholders/partners

Essentials:

- Excellent written and verbal communication skills
- Excellent project management skills and attention to detail
- DBS certificate (or willing to undertake application) (required)
- Driving licence and access to a vehicle (required)
- Safeguarding Certification (or willing to undertake application) (required)

Job title

Operations and Team Programme Manager - Swim services

Job Type

Full time

Location

Hampshire / Sussex

Pay

£34,000 - £38,000

Additional Benefits

- 40 days annual leave each year (inclusive of bank holidays)
- Part of our 360 Reward Scheme (profit share)
- Up to 5% of your annual salary reinvested in your training and development each year
- Vitality Health Insurance
- Work for a Real Living Wage Employer, ensuring everyone gets paid fairly for the role they perform
- Bike to work scheme





REQUIREMENTS

While your day-to-day role will be focussed on the **operations** and **delivery of our swim programme**, the wider role will require you to work closely with the **swim team** and **their ongoing development**.

Please note, if you do not meet all of the desirable requirements we would still like to hear from you!

You will:

- Report into the Head of Active Schools to deliver the long-term strategies and objectives of the department
- Be the line manager to a team of swim teachers and coordinators
- Manage a portfolio of swim-only school partners
- Recognising upselling and cross-selling opportunities
- Conduct site visits in line with programme regulations
- Ensure team adhere to strict health and safety regulations
- Manage the purchasing of resources, equipment and chemicals
- Oversee the logistics for our portable pools, including set-up, move and staffing
- Subcontractor and supplier management
- Quality assurance and maintenance checks across all pool locations

Desirable experience:

- Experience with Leisure Centres or School settings: 1 year
- Understanding of key health and safety legislation around swimming and pool maintenance
- Understanding of key educational frameworks and policies such as: safeguarding; Ofsted; and sports premium indicators
- Understanding of school priorities and barriers within the current geopolitical landscape

