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| **Job Description** | |
| **Post title** | Child Pedestrian Trainer |
| **JE Reference No** | A6028 |
| **Grade** | 4 |
| **Service** | Regeneration, Economy & Growth |
| **Service Area** | Transport & Contract Services – Strategic Traffic |
| **Reporting to** | Assistant Road Safety Officer / Area Road Safety Officer |
| **Location** | Your normal place of work will be various school locations within County Durham and you will be based from home. |
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| **DBS** | This post **is** subject to an enhanced disclosure. |
| **Flexitime** | This post **is not** eligible for flexitime. |
| **Politically restricted** | This post **is not** designated as a politically restricted post in accordance with the requirements of Section 1(5) of the Local Government and Housing Act 1989 and by regulations made from time to time by the Secretary of State. |

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| **Description of role** |

The main duties of the role are to deliver the Child Pedestrian Training scheme, to children in schools across the Durham County area in line with current procedures.

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| **Duties and responsibilities** |

The main task of the post is to undertake road safety training at schools in relation to practical child pedestrian training following a pre-arranged program Ensuring courses and delivery comply with the council's policies and procedures.

The program consists of a 30 min presentation delivered in school to the whole class followed by 3 sessions of 30 mins practical training and assessment outside school at the road side with small groups of children.

The duties also include:

* To ensure the safety of children and other road users at all times.
* Maintain control of all children that you have in your care.
* To use all uniform and equipment provided for the safety of you, children and members of the public.
* To be familiar with Health and Safety procedures in so far as they affect the road safety training service.
* To assist in the completion of administration (group registers, school checklist, timesheets, equipment checks) relating to the delivered training and as part of basic Health and Safety requirements.
* To assist in the support of new instructors.
* Report any difficulties to the Assistant Road Safety Officer.

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| **Organisational responsibilities** |

* **Values and behaviours**

To demonstrate and be a role model for the council’s values and behaviours to promote and encourage positive behaviours, enhancing the quality and integrity of the services we provide.

* **Smarter working, transformation and design principles**

To seek new and innovative ideas to work smarter, irrespective of job role, and to be creative, innovative and empowered. Understand the operational impact of transformational change and service design principles to support new ways of working and to meet customer needs.

* **Communication**

To communicate effectively with our customers, managers, peers and partners and to work collaboratively to provide the best possible public service. Communication between teams, services and partner organisations is imperative in providing the best possible service to our public.

* **Health, Safety and Wellbeing**

To take responsibility for health, safety and wellbeing in accordance with the council’s Health and Safety policy and procedures.

* **Equality and diversity**

To promote a society that gives everyone an equal chance to learn, work and live, free from discrimination and prejudice and ensure our commitment is put into practice. All employees are responsible for eliminating unfair and unlawful discrimination in everything that they do.

* **Confidentiality**

To work in a way that does not divulge personal and/or confidential information and follow the council’s policies and procedures in relation to data protection and security of information.

* **Climate Change**

To contribute to our corporate responsibility in relation to climate change by considering and limiting the carbon impact of activities during the course of your work, wherever possible.

* **Performance management**

To promote a culture whereby performance management is ingrained and the highest of standards and performance are achieved by all. Contribute to the council’s Performance and Development Review processes to ensure continuous learning and improvement and to increase organisational performance.

* **Quality assurance (for applicable posts)**

To set, monitor and evaluate standards at individual, team and service level so that the highest standards of service are delivered and maintained. Use data, where appropriate, to enhance the quality of service provision and support decision making processes.

* **Management and leadership (for applicable posts)**

To provide vision and leadership to inspire and empower all employees so they can reach their full potential and contribute to the council’s values and behaviours. Managers and leaders must engage in personal development to ensure they are equipped to lead transformational change; always searching for better ways to do things differently to meet organisational changes and service priorities.

* **Financial management (for applicable posts)**

To manage a designated budget, ensuring that the service achieves value for money in all circumstances through the monitoring of expenditure and the early identification of any financial irregularity.

*The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post as directed by your manager.*

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| Person specification | | |
|  | Essential | Desirable |
| Qualifications | * A good basic general education to GCSE level or equivalent including English. | * Four GCSE (or equivalent) passes at grade A to C. * Health and Safety related qualification. * Teaching Qualification. * First Aid Qualification. |
| Experience | Experience of:   * Working with children of primary school age in a supervisory capacity. * Experience in dealing with the public/children, schools, and other relevant individuals and organisations. | * General Health and Safety knowledge. * Experience of working in a school environment. * Some relevant teaching/training experience. |
| Skills & Knowledge | * To be able to maintain control of children under your jurisdiction. * To be able to record detailed information. * Good knowledge of the Highway Code. * Ability and confidence to communicate effectively with school staff, pupils and the public. * Ability to work alone and as part of a team. * Good interpersonal skills. | * Ability to deliver presentations. * Ability to work unsupervised. * Sound knowledge of teaching practice and theory. * In depth knowledge of the Highway Code as it applies to pedestrians. |
| Personal Qualities | * Have an interest in child road safety. * Enjoy working with children. * Confident and reliable. * Enjoy working outdoors. * Flexible approach to work. * Travel is an essential requirement of the post. | * Firm and fair approach to children and other team members. * Friendly and approachable manner. |