

# 4Motion Darlington

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## JOB DESCRIPTION

<b>JOB TITLE:</b>	Skatepark Supervisor
<b>REPORTS TO:</b>	Skatepark Manager
<b>LOCATION:</b>	Indoor Skatepark, Faverdale Industrial Estate, Darlington
<b>SALARY:</b>	Minimum wage relevant to age,
<b>Working Hours:</b>	Zero hr contract - Ad Hoc basis, weekdays and weekends

## JOB SUMMARY

Skatepark Supervisors will play a key role to ensure the safe running of the park. They will carry out various tasks which will include: staffing reception, answering the phone and sorting queries, monitoring how the park is being used, ensuring riders abide by the park rules, keeping the park clean and tidy and helping with one off events.

## KEY TASKS

- To staff the reception which will include taking payment, checking consent forms, signing riders in, updating the database, answering phone calls, sale of refreshments, taking bookings for events and coaching.
- To monitor park users and ensure that riders are following the park rules, ensuring that riders have a safe environment to ride in and any hazards are identified to the Park or Assistant Park Manager
- Ensure the park is kept clean and tidy at all times
- To help out with one off events in the park.
- To support the Park Manager and Assistant Park Manager with the development of the park
- To make young people aware of the opportunities that the park can offer Young People
- To promote events and coaching that take place in the park

## Additional Responsibilities

- Comply with the Organisations Health and Safety policy.
- Maintain the integrity of the 4Motion Darlington brand in all internal and external communications.
- Maintain a proactive approach to your role and responsibilities along with a commitment to contribute and maintain the positive working ethos within the Organisation
- Maintain working knowledge of the policies and regulations governing the Organisation

- Undertake any training and development deemed necessary for the pursuance of the post.
- Work in a way that contributes to the continuous improvement of the Organisations services and embraces the organisations quality initiatives.
- Any other duties commensurate with the level of the post.

## **Person Specification**

### **Qualifications**

- Current First Aid Certificate (desirable, not essential as training will be given)

### **Knowledge/Skills - essential**

- Enthusiastic with a positive attitude
- Good verbal communication skills
- Ability to work as a team and individually
- Able to take instructions and carry out agreed tasks
- Reliable and good time keeping

### **Experience - desirable**

- Working in an environment of different ages groups
- Dealing with customers
- Understanding of Health and Safety

## **ADDITIONAL INFORMATION**

The post holder will be required to work evenings and weekends.