



HILLINGDON

LONDON

Job Profile

JOB TITLE:	Casual Pedestrian Trainer
GRADE:	Scale 3
POST NO:	23195
JOB TIER:	5 (non-management)
DBS CHECK:	Enhanced
GROUP:	Resident Services
SERVICE:	Transport & Projects

REPORTING STRUCTURE

Reports to:	Road Safety and School Travel Manager
Direct Reports:	Nil
Indirect Reports:	Nil

ROLE PURPOSE:

The provision of practical pedestrian training for primary school children.

A. Job Description

1. Resident & Community Contribution

- To demonstrate understanding of the Council's *Customer Care Standards* and ensure that these standards are met to deliver the Council vision of 'putting our residents first'.

2. People Management

- No direct supervisory responsibility however may be requirement to assist in induction and training of peers and new employees.

3. Operational Service Delivery

- To teach pedestrian training skills to Infant and primary school children by practical roadside training rather than lessons in the classroom.
- Duties and responsibilities carried out in accordance with agreed council policies and procedures.
- Carry out training using routes suitable for child pedestrian training as advised by the road safety team.
- Carry out as required, a risk assessment on the activities performed, and at the location.
- Establish and maintain good relationships with head teachers, class teachers and other school staff.
- Complete training evaluation documentation as provided by the road safety team.
- Carry out other reasonable requests in relation to the provision of road safety and help with training by the road safety team

4. Service Planning & Development

- Maintain knowledge of the current Team Plan and understanding of own contribution to ensure delivery of this plan.

5. Financial & Resource Management

- To demonstrate cost-consciousness and identify any cost-effective changes to own way of working.

6. Service Improvement

- To identify and suggest any improvements to current ways of working to deliver a more efficient and effective service for customers.

7. Contacts

Internal: Teaching staff

External: Members of the public

8. Additional Responsibilities

- Complete other reasonable tasks to fulfil role purpose or as instructed by management.

9. Key Performance Indicators

- The provision of practical pedestrian training for primary school children.

B. Person Specification

Casual Pedestrian Trainer

This person specification will be used for recruitment to the **Casual Pedestrian Trainer** vacancy in LBH. It will form the basis of the application form, and candidates will be also assessed against aspects of this person specification at interview.

1. QUALIFICATIONS	ESSENTIAL ✓	DESIRABLE ✓
	✓	

There are no formal qualifications required for this job however the successful completion of internal training on appointment will be required.		
2. STATUTORY or ROLE SPECIFIC REQUIREMENTS	ESSENTIAL ✓	DESIRABLE ✓
Health and fitness especially sight, hearing and mobility	✓	
Hold a current driving licence		✓
Can travel within the borough	✓	
3. EXPERIENCE	ESSENTIAL ✓	DESIRABLE ✓
Experience of working with children	✓	
Able to communicate effectively both verbally and in writing	✓	✓
Good presentation skills suitable for an audience of children.		
4. KNOWLEDGE & SKILLS	ESSENTIAL ✓	DESIRABLE ✓
An understanding and commitment to road safety values.	✓	
Ability to work individually or as part of a team	✓	
An understanding of risk assessments		✓
An approachable and friendly manner	✓	
5. COMPETENCIES	ESSENTIAL	DESIRABLE
“Can do” positive attitude Demonstrates a commitment to changing work practices and processes, and a willingness to try new ways of working or thinking.	✓	
Takes responsibility and delivers results Adapts to changing demands to ensure that objectives are met, overcoming problems and making well considered decisions.	✓	
Team working		

<p>Acts as a role model to others in the team, sharing knowledge and experience when necessary, whilst respecting and valuing the contribution other team members' experiences can bring.</p>	<p>✓</p>	
<p>Communication Demonstrates well developed written and verbal communication skills; and the confidence to present reports and verbal accounts credibly to a variety of different audiences.</p>	<p>✓</p>	
<p>Customer Care Develops contacts and relationships with customer/ client groups, regularly reviewing service delivery and taking responsibility to ensure quality service provision.</p>	<p>✓</p>	
<p>Takes ownership of personal development Takes action to develop own and others' capability and knowledge by promoting and supporting developmental opportunities to improve performance.</p>	<p>✓</p>	