



# Leisure Duty Manager

**Level:** 3

**Typical Duration:** 18 months

**Possible Job Role:** Leisure Duty Manager

## Course Overview

The role of a Leisure Duty Manager is to manage the effective day to day 'front line' operation of a leisure facility. These facilities will vary in size and the services available such as swimming pools, multi-functional sports halls, fitness suites, crèches, children's soft play centres, health suites, climbing walls and outdoor sports tracks. It is the responsibility of the Leisure Duty Manager to ensure that the facility is prepared for use in accordance with the planned activity programme and that all areas are maintained to the highest possible standards of safety, cleanliness, security and operational effectiveness.

Typically, the Leisure Duty Manager will provide visible leadership to a diverse range of staff such as lifeguards, receptionists, sports coaches, fitness teams and crèche workers. Their responsibility is to manage staff performance and on-going development, to ensure that staff are motivated, efficient and operate at a high standard.

This occupation exists within a sector that plays an important role in improving the health of the nation, creating opportunities that get more people, more active, more often.

## Qualification Achieved

On completion of this apprenticeship, you will hold an apprenticeships Level 3 Leisure Duty Manager.

Additional qualifications achieved include:

- First Aid at Work
- Pool Plant Operator

## Progression

The role may act as a gateway to further career and training opportunities, including, but not limited to:

- Facilities Services Manager L4
- Operational Manager L5
- Duty Manager

## Learning & Assessment

Apprentices will be assigned a dedicated tutor. The tutor will visit monthly in the workplace, as well as being on hand to support throughout the duration of the apprenticeship programme. The frequency of these sessions may be more, depending on the needs of the apprentice.

## End Point Assessment

Each Apprentice must undergo an independent end-point assessment to determine the outcome of their apprenticeship. The assessments will assess the knowledge, skills and behaviours gained during their programme. The methods in which this apprenticeship are assessed are:

- Project
- Presentation
- Professional discussion

## Entry Requirements

Apprentices without level 2 English and Maths will need to achieve this prior to taking their end point assessment. Furthermore, individual employers may set their own additional criteria for this apprenticeship.

## Hire an Apprentice

We can work with you to source a suitable applicant for your organisation or you can up-skill your existing employees. If the employee is under 19 and your business has fewer than 50 employees, there will be no cost for the training. If they are over 19 and/or your business has over 50 employees then you will contribute 5% towards the cost of the training. For any businesses paying into the levy, all training costs will be covered.

## Recruitment

With our Talent Match recruitment service, Talent Bank, we will advertise your vacancy, screen applicants and pre-interview potential prospects in order to ensure you only interview the most appropriate candidates for your vacancy – all free of charge.

## E-Portfolio

We offer a dedicated virtual learning platform which allows learners to keep on track of their course. In addition to this, it allows our tutors and employers to keep up-to-date with the progression of learners.

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