# Shortlisting questions – Seasonal Seafront Coordinator

## Guidance for applicants

As part of your application, you will need to provide answers to some shortlisting questions.

Do not send this document as a separate attachment. You will answer these questions on the online application system.

Your answers to the shortlisting questions are the most important part of your application. They will be used in the shortlisting process to assess whether:

* you meet the essential requirements for the role set out in the person specification
* you should be offered an interview.

Before you start your application, please read our guidance on [completing the application form](https://www.brighton-hove.gov.uk/jobs/council-jobs/application-form-guidance) and [on answering shortlisting questions](https://www.brighton-hove.gov.uk/jobs/council-jobs/shortlisting-questions-guidance). These give important advice which will increase your chance of success in the shortlisting process.

These are the questions you will be asked in the online application for this role. Do not answer them on this document. Instead, add your answers in the boxes that will appear as you go through the online application process.

Q1 - As a Seafront Coordinator you will be assisting in the operation of a dynamic, customer focused and challenging service. The seafront office covers 8 miles of beachfront and foreshore.

Outstanding communication skills and a wide knowledge of this environment are vital attributes for this role. Please detail your previous work experience and knowledge that would fulfil these requirements.

Q2 - You will be assisting the RNLI in supporting the service they are delivering and providing additional support in incidents relating to land-based activity. What supervisory and incident management experience do you have?

Please give details of your decision-making process in pressurised situations.

Q3 - The role involves patrolling in extremes of weather conditions; wind, sun, heat, cold and rain. What measures and precautions would you take to ensure your own and the team’s wellbeing, and the safety of the public that could be exposed to such elements and associated dangers?

Q4 - Advice on sea safety, reducing reckless behaviour and the enforcement of local beach and seafront byelaws are key elements of the role. What experience have you had within enforcement, and what are the important skills needed to succeed in this sometimes-challenging task?

Q5 - You will need to operate the seafront patrol vehicles; quad bikes and the 4 x 4 seafront truck. Please detail your driving experience, types of vehicles used and terrain. Together with any associated training or certificates passed.

What control measures and safety procedures should be in place and followed when driving in a busy public area, on various and uneven terrains?

Q6 – This role will require monitoring and management of health and safety across the seafront and within the seafront properties. What skills and experience do you have relating to the implementation and delivery of safe systems of work?