#  JIN 3353

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# BRIGHTON & HOVE CITY COUNCIL

**JOB DESCRIPTION QUESTIONNAIRE**

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| **Job Title:**  | Child Pedestrian Trainer |
| **Reports to:**  | Road Safety Training Manager  |
| **Department:** | Economy, Environment and Culture  |
| **Section:**  | Transport Projects  |

**Purpose of the Job**

The Child Pedestrian Trainer job delivers practical on-road, road safety training to primary children in schools across the city. This training prepares children for later independent travel and is intended to reduce the chance of them becoming involved in any road collisions. The training contributes to the reduction of child road casualties in Brighton & Hove and nationally.

**Principal Accountabilities**

1. To carry out additional risk assessments on risk assessed training routes, prior to each training session to ensure a safe working environment.

## To train primary children in road safety skills, by the roadside, following a set curriculum.

## To instruct volunteers and school staff on the road safety curriculum so that they can successfully support children during the training.

1. To maintain accurate records during the training so that children can be trained according to their needs and attendance.
2. Establish and maintain good relationships with school staff/ teachers/heads, parents and children.
3. To monitor and feedback progress on individual schemes to the Co-ordinator so that improvements/changes can be made.

**General Accountabilities**

To co-operate in the implementation of the council Health and Safety policy

In particular: as set out in section 4.7 of the Health & Safety Policy:

* To take due care of their own health and safety and that of others, who may be affected by their acts and mistakes at work
* To use equipment according to instructions
* To ensure that they do not use facilities and equipment recklessly or interfere with the safe use of equipment, materials or systems
* To report any unsafe act, or condition, any accident or incident according to Health and Safety Policy

Your duties will be as set out in the above job description but please note that the Council reserves the right to update your job description, from time to time, to reflect changes in, or to, your job.

You will be consulted about any proposed changes.

## The list of duties in the job description should not be regarded as exclusive or exhaustive.

There will be other duties and requirements associated with your job and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required.

**BRIGHTON & HOVE CITY COUNCIL**

**PERSON SPECIFICATION**

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### Essential Criteria

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| **Job Related Education, Qualifications and Knowledge** | * Educated to NVQ level 2 or equivalent experience
* Have an understanding of road use and traffic awareness
* Some knowledge of primary school setup
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| Experience | * Experience of working with adults and/or children in paid or voluntary environment
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| Skills and Abilities | * Ability to interact effectively with adults and children
* Be able to follow instructions and carry out training as directed.
* Interpersonal skills of negotiation, persuasion, motivation, and organisation.
* Highly developed communication skills, both verbal and written, and ability to convey issues to others in a simple and comprehensive manner with confidence and patience.
* Ability to plan and prioritise work activities, work under pressure and meet deadlines.
* Ability to work on own initiative, with little supervision, and as part of a team.
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| **Equalities** | * To uphold and carry out the duties of the post with due regard to the City Council’s Inclusive Council Policy.
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| **Other Requirements** | * Ability to travel and work in schools across the City.
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