



Leisure Attendant (Seasonal)

Northwich Town Council is seeking to recruit Leisure Attendants to support the operation of kiosk facilities at Vickersway Park and Church Walk Paddling Pool.

Northwich has benefited from significant investment in recent years and is now widely recognised as a desirable place to live, work and visit. The Town Council is committed to providing high-quality community facilities, including play areas, open spaces and the popular paddling pool.

These posts are seasonal positions running from April to October. The kiosks operate seven days a week, with opening hours dependent on weather conditions.

The successful candidates will join a small team responsible for supporting visitors using the park and paddling pool facilities. While the role forms part of a team, it will primarily involve lone working, with support available from Town Council office staff.

Duties will include:

- Delivering excellent customer service to visitors
- Serving snacks, drinks and ice creams
- Cash handling and operating the till
- Maintaining high standards of cleanliness across the site
- Stock control and product promotion
- Supporting the smooth day-to-day operation of the kiosks

Salary: SCP 5 – £13.26 per hour

For further information about the role, please contact:

Stephanie Astbury
Northwich Town Council
78 Church Road
Northwich
CW9 5PB

Telephone: 01606 41510

Email: stephanieastbury@northwichtowncouncil.gov.uk

Application deadline: Friday 20 March 2026

Job Description and Duties

Post Title: Leisure Attendant

Location: Vickersway Park / Church Walk Paddling Pool

Contract: Seasonal (April – October)

Main Purpose of the Job

To ensure visitors to Vickersway Park and Church Walk Paddling Pool enjoy a positive experience by delivering excellent customer service, maintaining high standards across the site, and supporting kiosk operations to maximise sales.

Key Duties

- Deliver excellent customer service in a friendly and welcoming manner.
- Serve snacks, drinks and ice creams to visitors.
- Undertake cash handling duties, including operating the till and balancing cash daily for banking.
- Maintain and clean facilities to a high standard, including public toilets where applicable.
- Ensure the site is kept clean, tidy and free of litter.
- Monitor and maintain stock levels of all products.
- Promote products and services available at the kiosks.
- Work as part of a team to ensure shifts are covered at all times.

Responsibilities

- Complete worksheets and task records as required.
- Act as a key holder when required.
- Handle cash responsibly and in accordance with council procedures.
- Ensure appropriate stock rotation is maintained.

Effort Demands

- Work to an established routine within operational procedures.
- Manage periods of increased activity during busy periods, particularly during favourable weather.

Person Specification

Essential – Knowledge and Skills

- Basic education with evidence of numeracy and literacy skills.
- Awareness of Health and Safety legislation relevant to the role.
- Knowledge of basic food hygiene practices.
- Ability to maintain accurate records.
- Ability to follow instructions and established procedures.
- Ability to maintain high standards of cleanliness and service.

Personal Attributes

- Honest and trustworthy.
- Ability to work independently when required.
- Flexible approach to working hours and duties.
- Presentable appearance suitable for a public-facing role.
- Effective communication skills.
- Good interpersonal skills and ability to interact positively with members of the public.