

Job Profile

OVERVIEW:

Job Title:	Tennis Instructor (Level 1)
Grade:	FC5
Location:	Fife Wide
Reports to:	Duty Manager

ABOUT THE ROLE:

To assist in the delivery of sports/ physical activity sessions to the agreed standard as outlined by your sporting governing body or the company's in-house programme. Adapt lessons as appropriate in response to individual/ group's needs.

YOUR IMPACT

1. To assist under supervision in teaching a limiting range of basic skills to a small group.
2. To ensure activities are carried in a safe and appropriate manner.
3. Contribute towards a good customer experience.
4. Awareness/knowledge of policies and procedures.
5. Continual Personal Development
6. Physical Fitness

OTHER IMPACT:

The Jobholder may be required to perform duties appropriate to the job, other than those given in the job profile. The particular duties and responsibilities attached to a job may vary from time to time without changing the overall purpose of the job and would not, therefore, justify reconsidering the grade of the job. Such variations would be reflected in an updated job profile.

WHAT YOU WILL BRING:

Skills, Knowledge, Qualifications and Experience	Method of Assessment	E	D
Experience Relevant experience of working in a leisure/sports environment. Experience of leading an activity within a session. Experience of assisting in the evaluation of the effectiveness of the activity programme. Experience of assisting in the development of the programme and giving feedback.	Application References Interview	X X 	 X X
Education, Qualification and Training Level 1 qualification in appropriate sporting/activity field. First Aid Qualification. Working towards level 2 within appropriate activity field.	Certificates References Interview	X 	 X X
Skills, Abilities and Knowledge An accurate, current understanding of Health and Safety legislation. The ability to give clear instruction, demonstrations and feedback on performances. Ability to contribute to progress reports, verbal or written, of class participants. Knowledge and understanding of the Trust's child protection policies and procedures. Knowledge of health and safety and risk assessment policies and procedures. The ability to assess individuals performance as appropriate. Knowledge and understanding of general operating procedures within the facility.	Application References Interview	X X X 	 X X X X
Interpersonal and social skills Ability to communicate enthusiastically and effectively with participants, customers, other coaches and other facility staff.	Application References Interview	X	

Ability to respond to verbal complaints in a positive way.		X	
The ability to react quickly and positively as situations change.			X
The ability to respond to participant/customer queries as appropriate.			X
The ability to assist in seeking feedback from customers/participants as appropriate			X
Health and Physical Attributes			
Physical fitness to ensure that the class/course content can be delivered in the appropriate way and demonstrations of required core skills can be undertaken to ensure class participants have a full understanding of the activity.	Interview		
	Pre-employment health check	X	
Commitment to undertake continuous personal development as required by both FSLT and any appropriate professional body.	Assessment where appropriate	X	

E = Essential Criteria D = Desirable Criteria

APPOINTMENT CONDITIONS:

• Eligibility to work in the UK • Qualifications relevant to the post • 2 References • Pre-employment Health Screening • Criminal Convictions Self Declaration form • Driving licence (if applicable) • Disclosure/PVG (if applicable)
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heart
of all we do...***