

Job Profile

OVERVIEW:

Job Title:	Instructor (Level 2)
Grade:	FC6
Location:	Fife Wide
Reports to:	Duty Manager

ABOUT THE ROLE:

To lead and deliver sports 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 develop a programme which suits the needs of customers, in conjunction with facility management.
2. To teach a range of skills to people of all ages and abilities.
3. To ensure activities are carried out in a safe and appropriate manner.
4. Responsibility for a good customer experience.
5. Awareness/knowledge of policies and procedures.
6. Continual Personal Development
7. Supervision of staff
8. 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 in a leisure/sports environment leading delivery of activity sessions. Experience of liaising with others to develop, adapt and tailor programmes. Experience of preparing series of appropriate lesson plans that allow for progression. Experience of evaluating the effectiveness of the activity/programme. Experience of supervising and developing other staff and volunteers. More extensive or varied experience in a leisure/sporting environment. Experience of providing advice on pathways for activity field. Experience of collecting and analysing information to plan a progressive programme. Experience of planning and reviewing to adapt a progressive programme	Application References Interview	X X X X 	 X X X X
Education, Qualification and Training Level 2 qualification in appropriate sporting/activity field. First Aid Qualification Child Protection training Working towards level 3 within appropriate activity field	Certificates References Interview	X X X 	 X
Skills, Abilities and Knowledge An accurate, current understanding of Health and Safety legislation. The ability to ensure programme delivery is fully compliant in respect of health and safety requirements. The ability to give clear instruction and demonstration. The ability of make assessments on individual's performance as appropriate and give feedback.	Application References Interview	X X X X	

The ability to communicate progress reports verbally or written.		X	
The ability to evaluate the effectiveness of the programme.		X	
The ability to demonstrate enthusiasm, to inspire confidence and motivate participants.		X	
The ability to inspire, motivate and develop staff		X	
The ability to take responsibility and be accountable for your own actions and to encourage others to do the same.		X	
Knowledge and understanding of the Company's legislation requirements.			X
A knowledge of health and safety and risk assessment policies and procedures.			X
An understanding of how you would contribute to the objectives of FSLT.			X
Interpersonal and social skills Ability to communicate enthusiastically and effectively with participants, customers, other coaches and other facility staff.	Application References Interview	X	
The ability to react quickly and positively as situations change and to offer practical solutions to solve any problems.		X	
The ability to seek 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 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.		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)

***people are at the
heart
of all we do...***