



JOB PROFILE

Group Fitness Instructor

Incorporates

Section 1	Post Descriptor
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SECTION 1: POST DESCRIPTOR

1. JOB DETAILS	
Job Title: Group Fitness Instructor	
Department: WDLT	Section: Leisure Services
Reports to: Duty Officer	Grade: N/A - remuneration as per contemporary instructor rate of pay (currently £14-£27 per hour)
Position Number: LT0418	Gauge Reference no:
2. JOB PURPOSE The postholder will teach high quality group fitness classes ranging from Yoga, Kettlercise, Spin, Pilates, Aqua Aerobics, Boxercise, Strength/Functional Training etc.	
3. DIMENSIONS and SCOPE OF JOB (including budgetary and staffing responsibilities) Budget: The post holder will have no budget responsibility Staffing Direct: The postholder will have no direct staffing responsibility. The postholder will report to the Duty Officer on a day to day basis for operational issues and will be instructed on group fitness promotional activities by the Fitness Officer.	
4. ORGANISATIONAL CHART (shows levels directly above and below this post and includes grades of posts) Area Operations Officer Grade 8 Duty Officer Grade 5 Fitness Officer Grade 5	

5. ROLE OF ORGANISATION

WD Leisure provides Leisure Services, Community Halls' management and Active Schools and Sports Development Programmes. It employs approximately 150 staff.

WD Leisure operates 3 Leisure Centres in Alexandria, Dumbarton and Clydebank along with 18 Community Facilities and supports leisure for all residents of West Dunbartonshire.

Strategic areas of development include:

- The provision of quality Leisure Services and Community Facilities with an accessible range of leisure activities including events management at an affordable price for residents of West Dunbartonshire and visitors to the area.
- To promote participation of activities at all levels and across all sections of the community from recreational participation to elite performers.
- To promote the operation and development of the service ensuring responsiveness to customer needs and legislative/policy changes, inclusive of best value.
- Contributing to improving health and well-being for the citizens of West Dunbartonshire by indentifying future areas of development ensuring the company's future commercial growth and long term viability.

Develop a culture of continuous improvement so that all in WD Leisure work effectively together to ensure commercial success.

6. KEY ACTIVITIES, RESPONSIBILITIES and OUTCOMES

- Provide high quality group fitness instruction to consistently meet customer expectations and requirements.
- Assist WD Leisure in the effective marketing of its group fitness programme.
- Assist WD Leisure in controlling class access by recording attendance and reporting to the Duty Officer after each class.

7. PROBLEM SOLVING

In instances where problems are outwith their control the post holder will seek advice from the Duty Officer.

8. PLANNING

The post holder will be required to plan cover for own absence in good time to ensure the continued provision of a high quality service.

9. ASSIGNMENT AND REVIEW OF WORK

The postholder will meet, where necessary, with the Duty Officer and/or Fitness Officer to discuss issues relating to class programming and promotional activities.

10. COMMUNICATIONS AND WORKING RELATIONSHIPS

Internal communications and working relationships:

Communications will involve contact with WD Leisure colleagues in relation to achieving the aims, objectives and targets set for the service.

External communications and working relationships:

Communications will involve contact with customers and visitors to the establishment

11. DECISION MAKING

Difficult or challenging situations will require to be referred up to Duty Officer.

12. MOST CHALLENGING PART OF THE JOB

Dealing with a range of service users effectively to ensure the service delivery meets the needs and expectations of customers.

13. GENERAL

Disclosure: Not Applicable

Politically Restricted Post: Not Applicable

The duties and responsibilities contained within this Post Descriptor are neither exclusive nor exhaustive as the postholder may be required to undertake other reasonably determined duties commensurate with the level and grade of the post without changing the general character and nature of the post.

The post Descriptor may be subject to revision, depending on the future of the post and the organisation, following appropriate consultation.

14. WDLT TRAINING

No planned training programme is required for this Casual Group Fitness Instructor Role.

There may periodically be training requirements if there are changes within the service.

The Passport training programme is not applicable to this role.

15. ROLE SPECIFIC TRAINING

No Mandatory training required.

SECTION 2: PERSON DESCRIPTOR

	Essential	Desirable
	Qualifications	
	Exercise to Music Level 2 or equivalent i.e. Yoga/ Meditation Training	
	Relevant discipline qualification	
	Training	
	Instructors teaching licensed/branded formats must also be trained and licensed to teach those formats	
	Experience	
	Knowledge and Skill	
	Comprehensive understanding of current health and fitness standards and principles	
	Instructors should have an awareness of current industry standards and trends	
	Disposition	
	Instructors should possess strong leadership and communication skills	