

Job Description

Job Title Health and Fitness Instructor (Gym)

Level 5

Service Sports and Leisure

Job Purpose

To assist the Health and Fitness Officer in delivering studio based classes, control of facilities, inductions, fitness assessments, instruction and first aid where required

Date: 31 March 2022



Post Responsibilities:

- To apply and adhere to council policies and procedures
- Ensure adherence to relevant legislation, external policy and safe practices
- An awareness and application of customer service standards.
- Ensure information and advice is communicated in a clear, concise and accurate manner through written and verbal communication
- Ability to meet targets in accordance with set timescales
- Provide inductions, instruction for customers using fitness equipment and fitness assessments to ensure the safety and welfare of users including preparation and monitoring of user programmes
- Carry out bespoke inductions for special groups through the Activity for Health Scheme
- Assist in the delivery of a health and fitness programme according to the guidelines and standards set by the Leisure Management Team across South Ayrshire
- Deal positively with all enquiries regarding membership packages and secure sales on an ongoing basis and deal with customer enquiries, complaints and bookings in a friendly and efficient manner
- Operate MRM booking system for facility and process sales to ensure the administration of the service is both effective and efficient
- Carry out basic maintenance of equipment as per manufacturer's guidelines to ensure continuous service delivery and prepare facilities for use including setting up and dismantling of equipment, furniture, etc
- Control and security of facilities including changing facilities and toilets

Possession of:

- Level 2 Gym Instructor Qualification or equivalent with the willingness to work towards a Level 3 qualification
- Exercise to Music or Studio Based Instructor Qualification(s)

Substantiated ability to:

- Maintain as valid, the minimum qualifications for the post at all times during the period of employment
- Have the willingness to undertake additional training in line with current fitness trends to ensure up to date service delivery
- Work evenings and weekends as required
- Meet the standards required under the Values and Behaviours of South Ayrshire Council



Demonstrable experience of:

- Working in a similar role

In terms of the Protection of Vulnerable Groups (Scotland) Act 2007, this post is designated as Regulated Work. Consequently, in order to undertake the duties of this post, you must hold Membership of the Protecting Vulnerable Groups (PVG) Scheme.

If you are charged with any offence, or are involved in any activity which may have implications for your membership of the PVG Scheme, you must immediately notify your Line Manager.

