

Job Profile

OVERVIEW:

Job Title:	Health & Wellbeing Instructor
Grade:	FC5
Location:	Fife Wide
Reports to:	Duty Manager

ABOUT THE ROLE:

The Health & Wellbeing Instructor is overall responsible for the daily operation of physical activity delivery and group physical activity sessions. Administrative duties will include recording attendance, programme uptake and generic programme data through regular meaningful contact between staff and members and allow real time information on attendances and a range of KPI's to be regularly reviewed by the management team.

Duties include delivering group physical activity sessions for special populations including people with health conditions, older adults, people requiring support with weight loss, people requiring support to develop social connections, ensuring safe and effective delivery while providing excellent customer service

Health & Wellbeing Instructors are expected to work independently and adhere to the guidelines of their certifying organisation, as well as all company policies and procedures

YOUR IMPACT

1. Inducting customers to ensure safe and appropriate use of the class equipment. and provide a welcoming and friendly service demonstrating empathy to all participants
2. Maintain vigilant supervision of class users and ensure their safety at all times.
3. Ensure thorough understanding of membership options in order to advise on suitable membership requirements.
4. Contribute to the programming of health and wellbeing specifically and the centre generally.
5. Deliver consistent excellent customer service and provide a professional, efficient and cheerful presence at all times.
6. Develop group physical activity routines.

7. Ensure a safe and secure environment for employees, contractors and visitors.
8. Carrying out general tasks including routine maintenance and cleaning duties.
9. Demonstrating and promoting commitment to the company's values and objectives.
10. Attend training and development sessions, on occasion out-with your normal hours of work to ensure your Health and Safety competence and where applicable your continuous professional development.
11. Keep up to date with research, policies and best practice in physical activity issues relating to health and wellbeing.
12. Undertake any other duties commensurate with this position as determined by needs and developments.

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

E D

Experience

Substantial or previous experience working within the leisure environment. **X**

Leading group physical activity sessions. **X**

Have a knowledge and experience of developing exercises suitable for individual and group requirements. **X**

Education, Qualification and Training

A degree or equivalent professional qualification in a relevant discipline. **X**

SVQ Level 3 or HNC or equivalent. **X**

Level 3 personal training award. **X**

SVQ Level 3 Diploma in Supporting People with Long Term Conditions or Level 3 Exercise for Older Adults. **X**

Full UK driving licence. Own car/or ability to travel around all leisure centres/sites as required at various points each day X

Skills, Abilities and Knowledge

Excellent oral communication skills. X

Excellent organisational skills and time management. X

Routine maintenance of fitness equipment and the class environment. X

Awareness of risks to individuals in exercising. X

Ability to adapt. X

Has a flexible approach to work. X

Interpersonal and Social Skills

An understanding of confidentiality issues and the use of discretion. X

Ability to be diplomatic and skilled in dealing with customers and colleagues. X

Positive attitude. X

Relate well to Customers and staff. X

Health and Physical Attributes

Physical fitness to ensure 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. 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

- | |
|--|
| <ul style="list-style-type: none">• Driving licence (if applicable)• Disclosure/PVG (if applicable) |
|--|

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