

## JOB SUMMARY

<b>Post Title</b>	<b>Health &amp; Fitness Instructor</b>						
<b>Job Family</b>	Service Delivery	<b>Pay Range</b>	04	<b>Line Manager to others?</b>	No	<b>Role profile ref</b>	HF01
<b>Service Area</b>	Neighbourhoods / Leisure						
<b>Line Manager</b>	Tim Ashwell						
<b>Location</b>	1Leisure						

**Job Purpose**  
 To ensure the safe and efficient day to day running of the Tone Zone area making sure all relevant audit and operating procedures are carried out. To ensure a high standard of customer care and health and safety are carried out at all times.

**Job Context (key outputs of team / role to provide some specific examples of role profile accountabilities)**

1. Conducting the induction/personal programme in which you:
  - Teach the customers how to use items of equipment in the Fitness Studio safely and effectively.
  - Devise an individual exercise programme which takes account of the customer's needs & any medical condition and level of risk.
2. Supervising the customer one-to-one when they are performing their personal programme.
3. Create programmes for the customers using the facilities.
4. Liaising with GPs and Health Visitors to encourage them to refer patients onto the scheme and to discuss specific patients' exercise needs, as required.
5. General supervision of all members using the Fitness Studio, ensuring that they are exercising in a safe and effective manner.
6. Taking classes in the Fitness Studio as required.
7. Cleaning fitness machines as required.
8. To regularly inspect all equipment and report any faults to the Facility Manager.

<b>Knowledge, Skills and Experience</b>			
<b>Role Profile requirements.</b>	<b>Job specific examples.</b> (if left blank refer to left hand column)	<b>Essential</b>	<b>Desirable</b>
Reliable, responsible.	<i>Good timekeeping and a customer focussed attitude to the role</i>	<b>E</b>	
A confident personality with a flexible approach		<b>E</b>	
Up to one year experience of working within a Health and Fitness environment		<b>E</b>	
Experience of working with the general public		<b>E</b>	
Experience of conducting inductions and personal programmes		<b>E</b>	
Experience of working with people with disabilities		<b>E</b>	
Knowledge of Health & Safety Legislation			<b>D</b>
Knowledge of the leisure industry and trends			<b>D</b>
Knowledge of health benefits associated with physical activity		<b>E</b>	
Sympathetic approach to work, good communication and numerical and negotiation skills, able to respond to instruction		<b>E</b>	

## JOB SUMMARY

Ability to work independently or as part of a team		<b>E</b>	
Good communication skills and of a pleasant manner		<b>E</b>	
<b>Qualifications</b>			
<b>Role Profile requirements.</b>	<b>Job specific examples.</b> (if left blank refer to left hand column)	<b>Essential</b>	<b>Desirable</b>
YMCA Fitness Certificate or equivalent NVQ Level 2		<b>E</b>	
4 GCSEs including Maths and English			<b>D</b>
First Aid Qualification			<b>D</b>
<b>Other Requirements</b>			
Flexible around working hours			
Must be fully able to perform the physical aspects of the role			
<b>Organisation Structure (optional)</b>			