

JOB DESCRIPTION
Sports Centre – Health and Fitness Instructor
Ref: N325

Job Title: Health and Fitness Instructor	Present Grade: 5
Department/College: Sports Centre, Facilities Division	
Directly responsible to: Sports Centre Manager	
Supervisory responsibility for: Casual gym staff	
<p>Other contacts</p> <p>Internal: Other operational staff, Head of Sport, LUSU Sports Association, Facilities Division, Wellbeing Group, Physiotherapy Team</p> <p>External: Local schools and organisations, Active Health Team, Primary Care Trust</p>	
<p>Major Duties:</p> <p>Maintain vigilant supervision of gym users and ensure their safety at all times.</p> <p>Complete all cleaning and maintenance schedules as stated and keep records of such activity. Ensure faults are reported immediately and equipment taken out if action if required.</p> <p>Comply with all legislation related to the management of sports facilities particularly that relating to health and safety. Ensure that the etiquette fostered in the gym reflects the importance of safety and consideration for others at all times.</p> <p>Conduct induction classes for all new members and users.</p> <p>Offer personal training services to include screening of customers, fitness assessments and prescribing lifestyle changes, dietary considerations and health and fitness development plan.</p> <p>Ensure thorough understanding of membership options in order to advise on suitable membership requirements</p> <p>In conjunction with the Centre Manager consider marketing tools to increase membership sales and retention of members.</p> <p>Deliver consistent excellent customer service and provide a professional, efficient and cheerful presence at all times.</p> <p>Conduct a variety of classes for all ages.</p> <p>Attend internal and external training as required to ensure product knowledge is current and innovative.</p> <p>Contribute to the programming of the gym specifically and the centre generally.</p> <p>Attend health and fitness and general team meetings as required.</p> <p>Work with the Active Health and Physiotherapy Team to offer a complimentary service.</p> <p>Assist the Duty Manager to deliver training to sports staff relevant to health and fitness.</p> <p>To carry out other such duties as are required by the Centre Manager which are reasonably incidental to the main purpose of the job.</p>	