



Job Description

Job Title:	Fitness Instructor
Department:	The Gym
Location:	Community Centre
Reporting To:	Sue Brothers
Responsible for:	The Community Centre

Main Purpose of the Role

To provide professional, effective and safe fitness testing, ensure safety of equipment and complete gym inductions and gym floor coverage in line with company standards. Ensuring health, safety and cleanliness of the areas are maintained.

Overview of the Role and Team

To create a positive and comfortable environment for members to exercise and train in. Giving assistance and using your knowledge to enhance the member experience while encouraging safe practices.

Your Key Responsibilities

1. Opening and closing the gym in line with the opening and closing procedures.
2. Deliver fitness testing and equipment inductions in line with company standards and member needs.
3. Provide proactive gym floor cover advising and assisting members and ensuring company guidelines with regard to gym usage are followed.
4. Lead small group classes for members.
5. Maintain cleanliness of fitness equipment and address or report any maintenance requirements or hazards. Complete changing room checks and address any issues.
6. Minimise operating costs by using equipment and products in accordance with company or manufacturers guidelines.
7. Complete tours of the gym and potential members. Assist members as required with online enquiries and join new members online if required.
8. Deliver promotional and motivational events aimed at sustaining high levels of membership retention in the fitness area.
9. Maintain up to date knowledge of current fitness industry trends. Lead own development needs.

10. Maintain regular communication by attending team meetings and relevant site meetings.
11. Adopt a flexible approach and assist in different areas of the club as business and member and guest needs dictate. Carry out reasonable request.

Working Location

Within the gym at the RBLI Community Centre.

General Responsibilities

- Embrace and live the RBLI values – Integrity, Motivated, People First, Accountable, Community and Teamwork = IMPACT
- Comply with all Health & Safety requirements, including carrying out risk assessments
- Adhere to all RBLI policies and procedures
- Undertake any relevant training and development required for the role
- Undertake any other duties as directed by your Line Manager that reasonably falls within the scope of the role

Person Specification

	Essential	Desirable
Qualifications and knowledge	Level 2 Fitness Instructor	Level 3 PT qualifications First aid at work
Skills and Experience	At least 1 years' experience Adaptable Good customer service skills Motivational Confident to run HITT classes, stretch, create new classes	
Personal Attributes	Caring Can do attitude Friendly and approachable	
Note: This job role requires a completed DBS check before the candidate starts. The level of check required for this role is BASIC		

Note: This job description is a general guide to the above role and is not indicative of all the activities and functions of the jobholder which may vary from time to time according to the needs of the business and as instructed by the nominated Line Manager.

