

Aspire Job Description

Job Title:	FITNESS INSTRUCTOR	POSITION ID: FINST???
Entity:	ASPIRE DEFENCE SERVICES LIMITED (ADSL)	
Location:	Aldershot Garrison Sports Centre	
Reports to:	Duty Manager	
Key Purpose of the Role:	<i>Deliver a professional service when operating the leisure facilities within Aldershot Garrison</i>	
Key Responsibilities:	<ul style="list-style-type: none">• To provide effective supervision of the fitness facilities including fitness suite balcony and classes during the centres operating hours,• Maintaining a high-profile presence through interacting with clients, ensuring availability to assist gym users as required.• To ensure that clients are taught safe and effective exercise, through conducting gym inductions in accordance with the centres Standards & Procedures.• Ensure that clients receive on-going advice and guidance on safe and effective exercise and the correct use of equipment, offering advice and demonstrations where appropriate.• Planning and teaching of classes, master classes, courses and workshops where appropriate• Ensure that the fitness areas are kept in a clean and tidy condition throughout your shift and ensuring that cleaning duties and rotas are completed and signed off• Conducting all maintenance checks and ensuring all maintenance duties and rotas are completed and signed off• Reporting of any maintenance issues to the relevant channel and recording the issues found in the maintenance folder• To ensure that all club member record forms such as Par Q's are completed and processed in the correct manner.• To ensure the completion of gym records e.g. open and close, maintenance and cleaning check lists.• Maintain high standards of personal presentation and professionalism.	

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- Setting up and clearing away of equipment, as required.
- To assist your line manager to ensure the smooth running of the fitness classes offering suggestions for improvement where appropriate.
- To assist the manager to deliver a successful and profitable personal training program ensuring clients receive the best possible service.
- To initiate and facilitate membership retention activities with the overall aim of helping to keep members motivated and using the club on a regular basis. E.g. organising bi monthly gym challenges and events for the club members where appropriate.
- Maintain a high level of industry knowledge through on-going CPD
- Attend internal training sessions as required.
- To maintain the safety and wellbeing of all customers who use our facilities.
- To carry out duties in a safe and proper manner both for yourself and the well being of others. To adhere to Aspire Health & Safety Codes of Practice and Regulations as appropriate.
- To maintain National Pool Lifeguard Qualification and to assist on shift when required

Qualifications

Essential:

- A nationally recognised Level 3 industry qualification.
- Level 3 REPS instructor

Desirable:

- Personal Training Qualification
- First Aid At Work Qualification

Experience & Knowledge:

Essential:

- Excellent Communication Skills
- High Customer Service Levels

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Desirable:

- Experience of working within a Gym Environment
- Good numeracy and literary skills
- The ability to take instruction and to work unsupervised
- Self motivated, self assured with attention to detail

Skills:

- Communicates clearly and uses effective methods to deliver the message.
- Works effectively with others and maintains constructive relationships within the team, across the business and externally
- Commits to putting customers first and delivers high quality service that meets or exceeds expectations of both internal and external customers.
- The commitment to Safety First – Always and the drive for continual improvement in this area
- Understands the right level of quality delivered to enhance customer satisfaction
- Understands how ADSL operates and the impact that actions and decisions have on the business.
- Embraces change; seeks improvements in working practices and challenges the status quo for the benefit of the business
- Understands that ADSL has budgets and their importance for management
- Understands goals and standards expected of self, following ADSL's Values

Date:

01/02/20