

## **Casual Group Exercise Instructor**

### **Acorss Newport Live Sites**

**Salary: £23.04 per hour**

**Plus Benefits**

Newport Live is looking for a Passionate Rock Star Casual Group Exercise Instructors to deliver a range of dynamic fitness classes from HIIT / Dance / Indoor Cycling / Yoga / Pilates with energy and positivity!

You will make up the Group Exercise timetable and assist with continuity and class diversity in the studio environment.

We want to keep our classes dynamic, add new content and also ensure we have a continued level of staff to offer cover and support to the fitness team as a whole.

You will be independently teaching our participants group exercise appropriate to their level, ability and brand standards of Newport Live offering the best possible customer experience within the club and encouraging repeat custom.

You will hold a minimum of REPS Level 2 Fitness Instructor or Exercise to Music Qualification with appropriate CPD qualification relevant to the classes intended. Practical experience within the environment would be an advantage.

You must show evidence of working using your own initiative, experience of teaching a group and have the knowledge & understanding of working within your qualified area would be required.

For an informal discussion about the post please contact Newport Live enquiries on 01633 656757 and ask to speak with the Heath, Fitness and Wellbeing Manager.

The post is exempt from the Rehabilitation of Offenders Act (1974) and is subject to a successful Disclosing and Barring Service (DBS) check.

#### **Application Process**

You can download an application form and job description via the Newport LIVE website [www.newportlive.co.uk](http://www.newportlive.co.uk) alternatively they are available via e-mail request from [jobs@newportlive.co.uk](mailto:jobs@newportlive.co.uk)

Please return the completed application forms to [jobs@newportlive.co.uk](mailto:jobs@newportlive.co.uk)

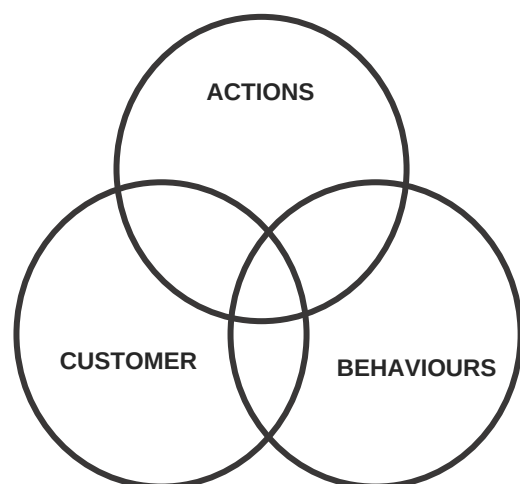
## JOB DESCRIPTION

|                                   |                                                                                                                                                                                                                                                                                                                                                |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>POST:</b>                      | <b>GROUP EXERCISE INSTRUCTOR</b>                                                                                                                                                                                                                                                                                                               |
| <b>JOB PURPOSE:</b>               | Your role is to deliver a range of dynamic fitness classes from HIIT / Dance / Indoor Cycling / Yoga / Pilates with rock star energy and positivity! You will engage with customers encouraging continuity and healthy lifestyles. As well as cross selling other services and promotions at availability opportunities to class participants. |
| <b>RESPONSIBLE TO:</b>            | Health, Fitness and Wellbeing Manager, Team Leaders.                                                                                                                                                                                                                                                                                           |
| <b>SALARY:</b>                    | Grade 12      SCP 47      £23.05 per hour                                                                                                                                                                                                                                                                                                      |
| <b>KEY RELATIONSHIPS:</b>         | Health Fitness and Wellbeing Manager, Team Leader, Operational Management Team and customers.                                                                                                                                                                                                                                                  |
| <b>BASE LOCATION:</b>             | <b>Newport Centre, Newport International Sports Village and Active Living Centre</b>                                                                                                                                                                                                                                                           |
| <b>MANAGEMENT RESPONSIBILITY:</b> | None                                                                                                                                                                                                                                                                                                                                           |

### I will be successful in my role when:

- All of my key operational responsibilities are consistently delivered to a high standard.
- I achieve all key performance indicators specific to my role.
- I role model the behavioural values of Newport Live through my performance.
- I work collaboratively across departments and service areas to deliver exceptional customer service to Newport Live's customers.
- Through my performance and passion, I inspire people to be happier and healthier

### HOW MY PERFORMANCE IS MEASURED



### DISCLOSURE AND BARRING:

This post may result in you having contact with children, the elderly, sick or disabled. Newport Live, therefore, requires that by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975, the Children's Act 1989 and/or the Police Act 1997, you reveal any criminal convictions, bind over orders or cautions, including those this would normally be regarded as spent. You must complete the relevant section on the application form, applications will be returned if this section is incomplete. If successful in your application, you will subject to a Disclosure and barring check.

**OPERATIONAL RESPONSIBILITIES:**

- 1** To create an engaging, safe and dynamic class experience delivered safely with enthusiasm, energy and intent to delight the customer.
- 2** Demonstrate and teach perfect technique ensuring participants are performing exercises correctly and safely using a range of motivational techniques and teaching points.
- 3** Ensure members are safely inducted in to a class taking appropriate registers and protocols in line with operational guidelines.
- 4** Proactively share educational information about exercises with class participants.
- 5** Plan all elements of the session prior to delivery. Arriving in a timely manner to set up and prepare. Ensure classes meet appropriate standards of aerobic curve including warm up, main session and cool down
- 6** Cater to a range of individual needs offering progressions and regressions in a timely manner.
- 7** Have music prepared which is appropriate to the class delivery. Be adaptable with Bluetooth / wireless connection.
- 8** Have an awareness of digital insight particularly around various ICG products and future innovations.
- 9** Encourage and motivate participants to reach their fitness and wellness goals.
- 10** Keep up to date on health and safety, perform appropriate equipment checks when setting up and reporting any defects to the site manager.
- 11** Have an awareness to cross sell Newport Live services and business updates, keeping up to date with promotions.
- 12** Attend regular staff meetings / training or workshops.
- 13** Must hold REPS / CIMSPA recognized qualification.
- 14** To undertake any other duties, commensurate with the grade of the post as directed by the line manager.
- 15** Stay up to date with Health and Safety changes / guidelines.

The person undertaking this role is expected to work within the policies, ethos and aims of Newport Live and to carry out such other duties as may reasonably be assigned by the Chief Executive of Newport Live. The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment. The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed. The post holder will work to deliver agreed performance objectives; these will be reviewed on a regular and formal basis through Newport Live performance management processes.

## GROUP EXERCISE INSTRUCTOR – PERSON SPECIFICATION

| Area                                        | Essential                                                                                                                                                                                                                                                                                                                                                                                                                                         | Desirable                                                                                                                                                                                                                                                                                                                  |
|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Qualifications</b>                       | <p>1.1 Must have a minimum of REPS 2 Fitness Instructor or Exercise to Music qualification with the inclusion of on-going CPD to match desired classes. (A)</p>                                                                                                                                                                                                                                                                                   | <p>1.2 To be qualified within GP exercise referral allowing competence for delivering group exercise to an audience whom require additional support for illness or comorbidities. (A)</p> <p>1.3 Up to date first aid at work qualification (A)</p>                                                                        |
| <b>Knowledge, Skills &amp; Competencies</b> | <p>2.1 Ability to deliver safe, fun and positive sessions with the ability to give concise teaching points and correction. (E)</p> <p>2.2 Competent with cueing, counts and session structure, confident with head mic (E)</p> <p>2.3 Ability to work on own initiative (E)</p> <p>2.4 To display excellent levels of customer service with the mind set of going the extra mile. (I)</p> <p>2.5 Ensure sessions are inclusive and safe. (E)</p>  | <p>2.6 Knowledge and understanding of clients who may hold injuries or illnesses. With a GP exercise referral qualification, you are able to provide them with exercises suitable to their needs. Or ability to assess their readiness of participation. Alternatively directing them to a more appropriate class. (I)</p> |
| <b>Experience</b>                           | <p>3.1 Experience of working with people planning and delivering group exercise sessions (A)</p> <p>3.2 Demonstrate excellent communication skills and a clear understanding of the health benefits associated with regular exercise (I)</p> <p>3.3 Maintain a high standard of customer service, confident and striving for repeat custom. (I)</p> <p>3.4 To confidently up sell the business and be aware of its unique selling points. (I)</p> | <p>3.5 The ability to work with specialist populations in high and low intensity-based classes. (A)</p>                                                                                                                                                                                                                    |
| <b>Personal Attributes</b>                  | <p>4.1 Self-motivated and punctual.</p> <p>4.2 Patience and understanding whilst working with individuals and groups. (I)</p> <p>4.3 Show high levels of professionalism in manner and dress. (I)</p> <p>4.4 Be friendly, warm and welcoming to our users. (A)</p>                                                                                                                                                                                | <p>4.5 Willingness to undertake training as part of continuous professional (I)</p> <p>4.6 Be able to show commitment to own personal development with a drive to learn. (I)</p>                                                                                                                                           |

|              |                                                                                                                                                                                 |  |
|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Other</b> | <p>5.1 Ability to work flexible hours. (I)</p> <p>5.2 Understanding and demonstrate a willingness to promote positively the Equal Opportunities Policy of Newport Live. (I)</p> |  |
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**Method of assessment (\* M.O.A.)**

A: Application form (including shortlisting)

C: Certificate

E: Exercise

I: Interview

P: Presentation

T: Test

AC: Assessment Centre