

**Job Title: Fitness Trainer**

**Responsible To: Sportsdrome Manager**

**Grade: E point 5 - 6**

Person Specification

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| **1. Qualifications and Training** | **Essential/Desirable** | **Source of Evidence** |
| * NVQ 3 or equivalent qualification by an awarding body in a relevant health and fitness discipline
 | **E** | Application Form/Written Reference |
| * Willingness to participate in training and development opportunities
 | **E** |
| * First Aid at Work Certificate, or willingness to undertake training upon appointment
 | **E** |
| * NVQ 4 or equivalent qualification by an awarding body in a relevant health and fitness discipline
 | **D** |
| **2. Experience** | **Essential/Desirable** | **Source of Evidence** |
| * Current or recent experience of teaching a variety of exercise classes, practical gym experience and the proven ability to provide safe, effective and progressive personal fitness plans
 | **E** | Application Form/Written Reference/Formal Interview |
| * Operation of administrative systems
 | **E** |
| * Experience of using Microsoft Word/Excel
 | **E** |
| * Experience of working in a school environment
 | **D** |
| * Writing and implementing risk assessments
 | **D** |
| **3. Professional Skills / Knowledge** | **Essential/Desirable** | **Source of Evidence** |
| * Excellent customer service, personal organisation and interpersonal skills
 | **E** | Application Form/Formal Interview |
| * Good numeracy/literacy skills
 | **E** |
| * Effective use of ICT systems
 | **E** |
| * Ability to relate well with all stakeholders
 | **E** |
| * Excellent communication skills
 | **E** |
| * Work effectively as part of a team, as well as using your own initiative
 | **E** |
| * Able to work under pressure, assess priorities and meet deadlines
 | **E** |
| * Knowledge of health & safety requirements in a fitness suite environment
 | **E** |
| **4. Personal Attributes** | **Essential/Desirable** | **Source of Evidence** |
| * Friendly and approachable manner
 | **E** | Application Form/Formal Interview/Selection Activity |
| * Enthusiastic, energetic, and self motivated
 | **E** |
| * Able to work as part of a successful team
 | **E** |
| * Professional approach
 | **E** |
| * Display and ability to encourage, motivate, and support new and existing gym members to achieve fitness goals
 | **E** |
| * Flexible approach in order to meet service aims of the Sportsdrome, including working daytime, evenings and weekends, as required
 | **E** |
| * A commitment to working as part of the whole school team and supporting the vision and aims of the school and the Sportsdrome
 | **E** |
| * Committed to the safeguarding and welfare of student and adult users
 | **E** |
| * Able to demonstrate a commitment to: Equal opportunity for all school users; Encouraging children to develop self-esteem and tolerance of others; Furthering your own professional knowledge, skills and experience
 | **E** |

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| **5. Safeguarding Children** | **Essential/Desirable** | **Source of Evidence** |
| * Able to form and maintain appropriate relationships and personal boundaries with children
 | **E** | Written Reference/Formal Interview |
| * Have an appropriate motivation to work with children and young people
 | **E** |
| * Have emotional resilience in working with challenging behaviours; and appropriate attitudes to the use of authority and maintaining discipline
 | **E** |
| * Able to demonstrates a commitment to safeguarding and promoting the welfare of children and young people in accordance with the DfE statutory guidance Keeping children safe in education
 | **E** |