

## JOB DESCRIPTION

<b>Job Title</b>	<b>Casual 1871 Coach</b>
<b>Responsible to:</b>	<b>Operations Manager, Health &amp; Leisure</b>
<b>Location:</b>	<b>YMCA   gym</b>
<b>Hours:</b>	<b>Casual, as and when required</b>
<b>Salary:</b>	<b>£13.00 per hour</b>

### **Job Purpose:**

- To run the provision of the 1871 membership to a portion of the membership base
- To ensure the provision of excellent Customer Service and Safe Operation of the Centre
- To deliver to 1871 members an exclusive timetable of Strength & Conditioning programming and CrossFit
- To support the development of an organisational culture that puts our Christian Core Values – Caring, Honesty, Respect and Responsibility - at the centre of all we do.

### **Principal Responsibilities:**

1. To carry out 1871 members fundamentals training and issue certificates
2. To deliver CrossFit sessions
3. To ensure the gym is a safe and clean environment for our customers ensuring 1871 CrossFit box rules are promoted and adhered to.
4. To carry out any minor maintenance as and when required – to inform the Duty Manager or Management of any major maintenance/repair needed
5. Keep Management informed of any accidents/incidents, which occur on your shift, and to report any situation, which may be a Health & Safety hazard
6. Assist the Management in marketing and promotion of the Centre, especially the 1871 membership
7. To maintain security of the premises and any equipment therein
8. Consistently research new fitness training methods to keep ideas fresh and innovative
9. Be able to working with other YMCA support services and departments (especially M&PR to generate content for social media and regular blog posts on our website)
10. To act as shift supervisor cover on shift where required including the opening and closing of various facilities
11. To assist with devising and posting of the programming online
12. Open and closing of facilities as and when required including walk rounds and cash ups.
13. Maintain professionalism and professional boundaries with both staff and members.
14. Ensure familiarity with all aspects of the gym operations including promotions, memberships and other job roles.

## **Responsibilities for all YMCA staff, casual workers and managers**

### **1 Ambassador for the YMCA**

To act as an advocate and ambassador of the YMCA; promoting and exemplifying the YMCA's core values, mission, vision, and ethos and to positively and proactively protect the YMCA's reputation.

### **2 Other Duties**

To undertake any other duties and responsibilities as may be assigned by your Line Manager or anyone else designated by the Chief Executive Officer, as necessary. To work in a flexible way to ensure that workload is completed and to undertake any other jobs commensurate with the seniority of the post.

### **3 Discretion to Act**

To exercise discretion in the performance of the duties of the post, to use best practice and to ensure the effective and efficient use of resources.

Nothing in this Job Description is intended to authorise the post-holder to undertake responsibilities that belong properly to trustees and members of the Executive Management Team unless properly authorised to do so by the Chief Executive directly or through an appropriate manager.

### **4 Relationships and Confidentiality**

To establish, maintain and enhance team-working with colleagues and staff of YMCA Robin Hood Group and to keep confidential all information about individuals and the business of YMCA Robin Hood Group. Any breach of confidentiality will be treated seriously and may lead to dismissal.

### **5 Association Ethos**

To support the Christian ethos and core values of the Association. The Association is committed to equality of opportunity and expects all staff and casual workers to abide by our Equality and Diversity Policy.

### **6 Health and Safety**

To adhere to the Association's Health and Safety policies at all times.

### **Line Management Responsibility:**

No direct line management responsibilities but the post holder will be expected to supervise temporary staff, apprentices, work experience trainees etc as required

## PERSON SPECIFICATION

Please ensure that you address all the requirements marked with an “A” in the final column as we will be looking for this information when Shortlisting

Job Title: **Fitness Specialist**  
**1871 Coach and Training Tutor**

<b>Criteria</b>	<b>Requirements</b>	<b>*How Assessed</b>
<b>Experience and Knowledge</b>	1.1 Practical experience of working in a fitness centre and delivery of personal training sessions	A, I
	1.2 Experience in a customer service environment	A, I
	1.3 Practical experience of dealing effectively with customers on the front line	A, I, T
	1.4 Knowledge of Health and Safety legislation <b>(DESIRABLE)</b>	A, I
	1.5 Knowledge of wearable technology and the use of technology in monitoring fitness performance and progress	A, I
<b>Skills &amp; Abilities</b>	2.1 Confident, enthusiastic and motivational. Able to work on own initiative	A, I
	2.2 Excellent verbal and written presentation skills	A, I, T
	2.3 Able to deliver innovative training sessions and constantly research and deliver new cutting edge fitness training methods	A, T
	2.4 Good time management and organisational skills	A, I
	2.5 Excellent communication and customer service skills	A, I
	2.6 Ability to work as a member of a team	A, I
	2.7 Ability to prioritise tasks	A, I
<b>Education/ Training / Qualifications</b>	3.1 CrossFit Instructor L1	A, D
	3.2 First Aid at Work (if not currently held, qualification must be gained within 3 months of employment).	A, D
	3.3 Certificate or qualification in Circuits, Kettlebells, Box fit etc. <b>(DESIRABLE)</b>	A, D
	3.4 Certificate or qualification in Nutrition and Diet and other associated skills <b>(DESIRABLE)</b>	A, D
	4.1 Ability to work to work flexibly (including early mornings, weekends and evenings)	A, I

<b>Other work related requirements</b>	4.2 Punctuality and timekeeping	A, I
	4.3 Ability to understand the needs of people from diverse cultural, social and racial backgrounds	A, I
	4.4 Ability to support the Christian core values of the Association	A, I
	4.5 Willingness to undergo a satisfactory enhanced DBS check and to register with the DBS Update Service <b>OR</b> hold a satisfactory enhanced DBS check for the correct workforce <u>plus</u> existing registration for the DBS Update Service	A, D
	4.6 Ability to understand the needs of people from diverse cultural, social and racial backgrounds	A, I
	4.7 Commitment to and enjoyment of physical fitness as part of a healthy lifestyle along with keeping fitness knowledge and trends up to date	A, I

**\*When Assessed** – (A) on Application form, (I) At Interview, (T) During Test, (D) From Documentary evidence e.g. references, qualifications (relevant qualifications will be checked at the interview stage), driving license etc

*YMCA Robin Hood Group is committed to promoting diversity and practicing equality of opportunity*

*YMCA Robin Hood Group is committed to the protection of children and vulnerable adults*