



NETHERTHORPE AND UPPERTHORPE COMMUNITY ALLIANCE
ZEST JOB DESCRIPTION
Gym Instructor

Post Title	Physical Activities Worker – gym instructor
Location	Zest Centre
Rate of Pay	(£9.50 per hour)
Hours	as agreed
Holidays	25 days plus 8 statutory holidays pro-rata
Responsible to	Line Manager as appropriate

Purpose of Job

To work as a member of the access to physical activities team, to assess, plan, supervise and support individuals and groups accessing all Zest physical activities services. To help people develop personal confidence and skills to be able to safely take exercise often enough and of sufficient intensity and duration as to benefit their health and well-being.

Main Responsibilities and Duties:

1. Supervising and assisting all customers to ensure their safety and enjoyment whilst using Zest facilities;
 - Ensuring compliance with general and emergency operating procedures, health & safety and Equal Opportunity requirements;
 - Providing basic first aid when required, & completing incident reports;
 - Maintaining a safe, clean and tidy environment at all times;
 - Preparing facilities for all programmed activities (including club activities, play schemes, events and non-sporting/community functions);
 - Cleaning physical activity areas and equipment, as directed;
 - Providing the management team with customer comments, feedback and complaints;
2. To work as part of a team to develop services that are flexible and accessible to customers needs
3. To help to build customers' self-confidence by providing motivational encouragement appropriate to the individual
4. Prepare and maintain records in relation to individuals' progress & incidents.
5. Provide induction training for customers and Zest staff wishing to use the gym
6. Liaise with the Supervisors to ensure safe staffing levels and proper care and



maintenance of all equipment, fixtures and fittings

7. To contribute to the implementation of the Zest Health and Safety Policy, including undertaking Health and safety checks, procedures and risk assessments as required
8. To undertake training and other development activity in line with organisational and personal development needs.
9. To undertake any other responsibilities and duties of the post, as required.

To carry out all duties and responsibilities as described in line with Community Alliance policies and procedures, with particular attention to those relating to Equal Opportunities and Health and Safety.