

## **Fitness Coach (Powerbase)**

**Job Ref: REQ231084**

**As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.**

### **Job Description**

**Job Grade: OP3**

#### **Job Purpose**

- To create a welcoming, vibrant and motivational environment to encourage and inspire our members and athletes to maximise their fitness and sporting potential.
- To encourage and motivate students and other customers to industry leading levels of participation in a range of activities.
- To deliver Strength and Conditioning support to help optimise the physical preparedness of multi-sport athletes for competition performance.
- Ensure a culture of interaction, involvement and friendliness with customers

#### **Job Duties**

**With direction, guidance and support from the Senior Facility Manager, Gym Development Lead and Head of Strength and Conditioning Services and senior staff within the department:**

- Actively engage with members in their use of the centre, encouraging maximum usage and deliver additional fitness activities that are appropriate to customer needs and responsive to customer feedback
- Assist in the development of safe and effective programming through innovative ideas and initiating actions to meet the demands of the customers
- Supervise all customers to ensure correct use of fitness training equipment
- Assist in the identification, promotion and delivery of activities and programmes suitable for Powerbase.
- Establish and maintain excellent relationships with customers and potential customers, handling and escalating queries and complaints where appropriate
- Maintain a full and up to date knowledge of the products, services and activities available and advise members accordingly.
- Create and deliver fitness assessments, programmes and inductions and keep appropriate records.
- Develop a sound knowledge of the fitness suite equipment and current trends within the industry.
- Develop a sound knowledge of sports nutritional supplements and their benefits to sporting activity.
- Attend staff meetings and contribute appropriately as required
- Work effectively as part of an aligned multidisciplinary team (MDT) to help ensure optimal holistic athlete preparedness
- Actively participate in regular internal and external continuous professional development and special projects and maintain mandatory qualifications and actively engage in CPD and training
- Record and track athlete training to assist and enable senior S&C coach to develop future training direction

- Provide reception cover and undertake other admin duties as required, this may include making bookings on the computerised booking system, handling cash and other forms of payment and monitoring of consumables.
- To carry out routine monitoring and basic maintenance of equipment and fittings as required.
- As a trained first aider, to deal with accidents or injuries as they occur and ensure that the necessary steps are taken to prevent reoccurrences and that the relevant documentation is completed.
- Undertake all day to day cleaning and maintenance of the equipment in a manner consistent with safe working practice, bringing to the attention of the Management any major faults or repairs.
- Take responsibility to ensure the facilities are presented to the highest level of cleanliness and comfort
- The above is not an exhaustive list and roles, and responsibilities may be added at the discretion of the Facility Manager, Gym Development Lead and Head of Strength and Conditioning Services, which are commensurate with the grade
- Adhere to the policies of the University at all times.
- Practice within the rules of the UK Strength and Conditioning Association Professional Code of Conduct, Standards and Guidelines.
- To promote adherence to ethical guidelines and regulations with regard to drugs and doping in sport, in line with UK Anti-Doping (UKAD) guidelines and the Loughborough University 'Clean Sport' commitment.

### **Points To Note**

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility entailed.

### **Special Conditions**

All staff have a statutory responsibility to take reasonable care of themselves, others and the environment and to prevent harm by their acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Policy & Procedures.

All staff should hold a duty and commitment to observing the University's Equality & Diversity policy and procedures at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and University policies/procedures.

Successful completion of probation will be dependent on attendance at the University's mandatory courses which include Respecting Diversity and, where appropriate, Recruitment and Selection.

### **Organisational Responsibility**

Reports to the Performance Centre Facility Manager.

## Person Specification

Your application will be reviewed against the essential and desirable criteria listed below. Applicants are strongly advised to explicitly state and evidence how they meet each of the essential (and desirable) criteria in their application. Stages of assessment are as follows:

- 1 – Application
- 2 – Test/Assessment Centre/Presentation
- 3 – Interview

### Essential Criteria

Area	Criteria	Stage
Experience	Experience practicing as a Strength and Conditioning coach or fitness coach, developing athlete physical preparedness for performance.	1,3
	Basic experience of analysing the demands of sports and defining and implementing a Strength and Conditioning strategy to support performance outcomes	1,3
	Demonstrable record of applied Strength and Conditioning continuous professional development.	1,3
	Experience of working in a customer focussed environment	1,3
Skills and abilities	Competent at delivering Strength and Conditioning session as prescribed by senior S and C Coach.	1,3
	Basic knowledge of other support services and their interplay with Strength and Conditioning within a MDT	1,3
	Basic understanding of the need to critically analyse objective data to inform Strength and Conditioning practice	3
	Adaptable to changes in the training environment and ability to maintain athlete focus	3
	Strong listening and communication skills	3
	Effective at delivering information to positively affect player and/or coach behaviour	3
	Ability to prioritise time to optimise impact and work effectively either independently or as part of a team	1,3
	Effective at fostering professional relationships with relevant parties to promote cross pollination	1,3
	High standard of personal presentation and a commitment to a healthy lifestyle	1,3
	Open, honest and approachable with an ability to effectively interact with a wide range of different customers.	3
	High personal integrity and motivation	3
	Punctual, flexible and reliable	1,3
	IT skills sufficient for general correspondence/report writing and using a computerised booking system	1,3
Qualifications	GCSE in English and Maths or equivalent relevant experience	1
	First Aid at work (or the ability to obtain the qualification within 6 months).	1,3
	Recognised Level 2 Fitness Instructor qualification	1
	UKSCA Level 1 or the ability to successfully obtain qualification within 9 months of appointment	1,3
	BAWLA Level 1 or the ability to successfully obtain qualification within 9 months of appointment	1,3
Training	Pool Plant Qualification or the ability to successfully obtain qualification within 9 months of appointment	1,3
	Be committed to, and actively participate in, a programme of continuing personal professional development	1,3
Other	A knowledge and understanding of the UK Sport Statement of Anti-Doping Policy, IOC Doping List and Doping Rules of Sport	1,3

	A understanding of Health and Safety policies and procedures	1,3
	Willingness to work irregular and unsociable hours as necessary	1,3
	Commitment to observing the University's Equal Opportunities policy at all times	3
	To provide a satisfactory disclosure statement (see <a href="http://www.homeoffice.gov.uk/agencies-public-bodies/dbs/">http://www.homeoffice.gov.uk/agencies-public-bodies/dbs/</a> for more details).	3

#### Desirable Criteria

Area	Criteria	Stage
Experience	Experience of using Technogym products and services	1,2,3
	Experience of handling cash	1,3
	Experience of delivering group fitness sessions	1,3
Qualifications	REPs registered	1
	First Aid at Work	1
Other	Knowledge of QUEST accreditation and requirements	1
	An understanding of University sport	

### Conditions of Service

The position is part time and term time only. Salary will be on Operational Services Grade 3 (£21,254 - £23,144 per annum), plus shift allowance of 12.5% Term-time at a starting salary to be confirmed on offer of appointment.

The appointment will be subject to the University's normal Terms and Conditions of Employment for Academic and Related staff/Operational and Administrative staff, details of which can be found [here](#).

The University is committed to enabling staff to maintain a healthy work-home balance and has a number of family-friendly policies which are available [here](#).

We also offer an on-campus nursery with subsidised places, subsidised places at local holiday clubs and a childcare voucher scheme (further details are available [here](#))

In addition, the University is supportive, wherever possible, of flexible working arrangements.

We also strive to create a culture that supports equality and celebrates diversity throughout the campus. The University holds a Bronze Athena SWAN award which recognises the importance of support for women at all stages of their academic career. For further information on Athena SWAN see <http://www.lboro.ac.uk/services/hr/athena-swan/>.