

JOB DESCRIPTION



Job Title:	Gym Instructor (Female)
Job Ref:	GI-0118
Reporting to:	Sports Coordinator
Responsible for:	Volunteers
Location:	Mahdlo, Egerton Street, Oldham, OL1 3SE
Holidays:	14.54% of contracted hours (equivalent to 33 days holiday per year including bank holidays)

Our Vision

To be a beacon of excellence for youth-led provision in Oldham.

Our Mission

To deliver high quality, innovative activities and experiences for young people from Oldham aged 8-19 (25 with a disability); to provide opportunities, raise aspirations and support young people to be the best they can be.

Our Values – The Way We Work

Passion
Respect
Inclusion
Dependability
Excellence

Job purpose:

To deliver a range of exciting activity programmes to children and young people that will challenge, stimulate and provide new opportunities, in line with Mahdlo's Get Active (Sports) and Get Sorted (Health and Wellbeing) key themes.

Key Responsibilities:

1. To work directly with children and young people aged 8-19 years old (25 with a disability) to lead and deliver safe and structured gym and fitness sessions within the Youth Zone.
2. To confidently manage the fitness suite during sessions, including conducting gym inductions and supervising children and young people using the range of fitness suite equipment safely.
3. To confidently manage and establish positive relationships with groups of children and young people.
4. To work flexibly to ensure the needs of our members are met, including disadvantaged children and young people and those with disabilities or additional needs.
5. To ensure that our members maintain a high standard of behaviour and discipline during sessions.
6. Effectively communicate at all levels, orally and in writing.
7. Work alongside other team members and provide guidance and support to young leaders and volunteers.
8. Attend training and development events where required.
9. Be able to work on own initiative including being flexible to meet the needs of children and young people.



10. Work alongside youth workers, sports workers, activity workers, volunteers and young leaders to deliver activities.
11. To zone lead, taking responsibility for an area of work, supervising a team of youth workers, activity workers, sports workers, volunteers and young leaders
12. Promote cultural cohesion and inclusion, and proactively challenge any prejudice and discrimination.
13. Ensure the participation of young people and that their ideas contribute fully in the delivery and evaluation of sessions, projects and activities.
14. Understand and adhere to Mahdlo's policies and procedures at all times with particular emphasis on equal opportunities, health and safety and safeguarding.
15. To have responsibility for promoting and safeguarding the welfare of children and young people at all times.
16. To monitor, record and evaluate sessions in accordance with Mahdlo's systems.
17. To be an active member of the team and deliver a focused, measurable contribution operating in line with Mahdlo's values and principles.
18. To promote a positive image of Mahdlo through professional operation and conduct with all our stakeholders and the general public.

General Requirements

- Work diligently to meet the requirements of this job description.
- Always seek to continuously improve so that the highest quality standards are achieved.
- Participate positively in internal/external meetings and training as required.
- Positively participate in one to ones and appraisals.
- Ensure that all relevant policies, procedures and working practices are adhered to at all times.
- Work in accordance with Mahdlo's culture, values, aims and objectives.
- Act as a positive ambassador for Mahdlo at all times.
- Positively contribute to Mahdlo's team working environment, taking ownership of issues and supporting colleagues where appropriate.
- Be flexible and willing to undertake any other duties that may be reasonably be required.

NB:

Some of our roles require male or female employees only, where this is indicated it is a genuine occupational requirement in accordance with the Equality Act.

This job description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only, and may be changed in consultation with the employee. As a general term of employment, Mahdlo may affect any necessary change in job content, or may require the post holder to undertake other duties, provided that such changes are appropriate to the employee's remuneration and status.

In accordance with Mahdlo's Child Protection and Safeguarding procedures, this position requires an enhanced DBS check and will require you to complete Safeguarding training within three months of appointment and refresher training thereafter.

I confirm that I have read and agree to carry out the duties and responsibilities contained in this job description.

Name (Please print): _____

Signed: _____ Date: _____



PERSON SPECIFICATION

		Essential	Desirable
Qualifications			
	Nationally recognised Gym Instructor or Fitness Instructor Qualification Level 2	✓	
	Level 1 or 2 Youth Work Qualification		✓
Experience			
	Practical experience of working or volunteering in a gym, delivering gym and fitness sessions	✓	
	Experience of leading and working with groups of children 8-12 and / or young people aged 13-19		✓
	Experience of completing monitoring and administration processes	✓	
	Experience of working with children and young people with additional needs and disabilities		✓
	Experience of working in a team and alongside volunteers	✓	
Knowledge and Skills			
	Skills, knowledge and confidence to induct children and young people around the gym.	✓	
	Able to plan and supervise workouts, fitness sessions and circuit sessions.	✓	
	Able to work as part of a team.	✓	
	Able to plan and evaluate programs of activity including production of session plans and program reports.	✓	
	Able to work under own initiative.	✓	
	Able to communicate effectively with children and young people, parents, team members and members of the public.	✓	
	Able to deliver activities within an equal opportunities framework.	✓	
	Knowledge of health and safety, diversity awareness and safeguarding best practice and how these relate to children and young people.	✓	
	Strong commitment to children and young people and ability to engage and build positive relationships with all young people including disengaged and disadvantaged young people.	✓	
	Ability to coach, encourage, motivate and provide reliable support to children and young people.	✓	
	Confident in managing a group of children and young people, especially those with challenging behavior.	✓	
	Ability to identify and challenge discrimination and discriminatory behaviour, taking appropriate action as necessary.	✓	
Personal Attributes			
	Positive and enthusiastic.	✓	
	Punctual and reliable.	✓	
	Commitment to personal and professional development.	✓	
	Able to work evenings and weekends.	✓	

Additional Information:

- In accordance with our Child Protection and Safeguarding procedures, this position requires an enhanced DBS check.