



Sessional Fitness Instructor: Job Description

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| Title of Post: | Sessional Fitness Instructor |
| Pay Scale: | 2.5 hours per week; £30 per hour plus for planning and report writing |
| Session hours: | Two sessions a week |
| Responsible to: | Manager |
| Job type: | Sessional |
| Location: | Thamesmead, London |
| Start date: | 16th January 2024 |
| Apply by: | 1st December 2023 |

Job Purpose

Certified fitness instructor to develop, customise, plan, deliver and manage a coordinated programme of high-quality, fun activities that fit the abilities of women. You will play a central role in enabling the company to achieve its strategic objective of enhancing the physical health and well-being of our participants. The tutor will design the session's outcomes in a way that contributes to the overall learning outcomes of the project, for example, by supporting the participants to form friendships and come out of isolation and loneliness while improving their physical and mental health. Additionally, tutors will carry out administrative duties with respect to activity reports for each activity. These will need to be produced quarterly. The selected candidate will be engaged in delivering sports sessions to women. The sessions will be twice a week.

About Divine Buzz

Divine Buzz is a community interest company (CIC) based in Thamesmead Moorings. Our goal is to eliminate isolation and loneliness and create a community where people work well together with few instances of solitude.

Our mission is to empower women, children, and their families through physical exercise, social and educational programmes that promote physical health, mental well-being, and personal development. A community where everyone feels welcome and included, regardless of race, colour, gender, or sexual orientation.

Main Duties & Responsibilities

- Organise and supervise a series of physical activities for women, ensuring a high quality, enjoyable experience centred on the needs of the participants.



- To prepare and implement well-structured, engaging, and progressive programmes.
- Ensure the safety of the participants and maintain responsibility for the security of supplied equipment and facilities.
- Evaluate the programme regularly and suggest recommendations for improvements as necessary.
- To carry out administrative duties with respect to activity reports for each activity. These will need to be produced quarterly.
- Performs other arising duties related to the participant activity as needed

Key Responsibilities

- To coordinate and deliver a range of high-quality physical and health programmes that aim to improve and develop participant health, fitness, and mental well-being.
- To demonstrate the correct way to use exercise equipment
- To conduct fitness assessments to establish client fitness and skill level
- To ensure that all activities are delivered within a safe, controlled environment.
- To identify participant goals and create appropriate exercise plans
- To provide advice to clients on health, nutrition and lifestyle changes
- To educate and advise participants on how to maintain or reach their fitness and health goals
- To keep up-to-date with the latest personal training techniques and best practices
- To help clients with their workouts
- To create and maintain positive, professional and trusting relationships with participants
- To provide innovative and challenging exercises to keep clients engaged and motivated
- To proactively seek and provide feedback in a manner which suits each individual participant
- To communicate with participants in a professional and courteous manner
- To act as a positive role model for all clients
- To make the most of the environment in which participants exercise
- To monitor the participants' progress, analyse information relating to individual participants, advise them accordingly and share this information with management
- To ensure that participants are provided with an enjoyable experience.
- To carry out administrative duties as necessary, e.g. maintain accurate attendance registers, carry out risk assessments, etc.
- To report any suspicions or reports of abuse against staff or participants.
- Be mindful of the need to assume responsibility for your own professional development outside of the regular Divine Buzz training.

Additional Key Duties

- To engage with the participants in an encouraging manner
- To prepare session templates and reports to the manager as required.
- To administer First Aid where required and to accurately record and report any injuries or accidents.
- Any other duties considered appropriate to the role



Sessional Fitness Instructor: Person Specification

Knowledge / Training / Qualifications

- Level 2 Gym Instructor Certificate. Also, certificates in First Aid, Health and Safety, or willingness to train with Divine Buzz.
- Experience of working successfully with adults and a commitment to ensuring they undertake the activities with good guidance.
- Ability to understand human anatomy and physiology
- Ability to explain the principles of exercise and fitness
- Ability to devise ways of reducing the risk of injury to participants
- Experience speaking to groups.

All applicants need to have the Right to Work in the UK to be considered for the role.

By applying to this job advertisement, you are providing consent for Divine Buzz to keep your data on their database for the allocated duration.

By applying to this role, you consent to undertake a Disclosure and Barring check

Successful applicants will need to provide references

Please note that we are unable to accept CVs sent to us via email, so please use the application form on the Divine Buzz website.

Divine Buzz accepts applicants from all backgrounds

Personal Qualities

- Good people skills, being able to motivate and work effectively independently but also within a team
- Good planning and organisational skills
- Flexible: able to adapt plans to suit different participants
- Able to manage time and prioritise
- Ability to use own initiative for the benefit of the participants and Divine Buzz
- Caring
- Good sense of humour
- Enthusiastic, positive and conscientious
- Provide a happy and positive environment

To apply, [Click here](#)