



## **JOB DESCRIPTION AND PERSON SPECIFICATION**

### **Fitness Instructor**

#### **JOB PROFILE**

Caterham School Sports Centre offers a wide range of facilities, including a state-of-the-art Gym, 25 metre Swimming Pool, Sports Hall, All-Weather Pitch and the multi-use Stephen Smith Room. In addition to providing first class facilities for pupils, the Sports Centre plays an important role in generating commercial income for the School.

The facilities also extend to the Wildcats Adventure area incorporating an outdoor climbing wall and high-ropes course, and Hill Fields Sports Pavilion located a short distance from the centre. The Sports Centre also plays a pivotal role in the WildCats Holiday Camp activities during the school holidays.

We are seeking a motivated and enthusiastic Fitness Instructor to join our school Sports Centre team. The role involves supporting the health and fitness of members and students through high-quality fitness programmes, safe supervision, and effective Personal Training delivery.

#### **KEY DUTIES AND RESPONSIBILITIES**

- Design and deliver tailored fitness programmes to suit individual member needs and goals
- Carry out gym inductions, ensuring members understand equipment use, health and safety, and best practice.
- Deliver a range of Group Exercise classes.
- Provide supervision and support during selected school gym sessions
- Maintain a safe, clean, and welcoming gym environment at all times.
- Monitor member progress and provide ongoing motivation and guidance
- Comply with all safeguarding, health and safety, and school policies and procedures
- Deliver engaging and professional one-to-one and small group Personal Training sessions

#### **SKILLS, EXPERIENCE & QUALIFICATIONS**

- Recognised Gym Instructor qualification (Minimum Level 2 and ideally working towards Level 3+)
- Experience writing and delivering Fitness Programmes
- Confident working with both adults and young people in a school environment
- Strong communication and interpersonal skills



## **SAFEGUARDING**

- The successful candidate will be required to undergo an enhanced DBS check
- A clear understanding of safeguarding and professional boundaries when working with young people is essential

## **PERSONAL ATTRIBUTES**

- Ability to work flexible shift patterns including mornings, evenings, and weekends
- An understanding of the concept of internal and external customer service and the importance of providing this.
- Able to understand and convey the professional image and ethos of the School.
- Confident working with both adults and young people in a school environment
- Strong communication and interpersonal skills
- Professional, reliable, and approachable manner

## **CHILD PROTECTION**

The School is committed to safeguarding and promoting the welfare of children and applicants must be willing to participate in child protection training and screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

The post-holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/he comes into contact, will be to adhere to and ensure compliance with the School's child protection policies at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, s/he must report any concerns to the School's Child Protection Liaison Officer.

## **HOURS OF WORK**

30 hours per week including weekends

Term Time only (34 weeks per year).