

## Assistant Gym Coach

### Grade 4

### Line manager: Leisure Managers

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#### Job purpose

- To promote a professional image of the leisure complex
- To be a strong team player
- To assist with inductions and gym coaching sessions

#### Main duties and responsibilities

- To support clients during training sessions with personalised tips and guidance
- To help maintain a safe and motivating environment in the gym
- To assist with setting up and demonstrating equipment
- To demonstrate exercises and proper form to ensure safe and effective training techniques
- To monitor and support gym members during workouts, offering guidance, encouragement, and corrections where necessary
- To provide personalised feedback to members, helping them track their progress and stay motivated
- To ensure that all gym equipment is maintained, clean, and in good working order
- To assist with administrative tasks such as scheduling, member check-ins, and maintaining records of member progress
- To foster a positive and inclusive gym environment, promoting teamwork, health, and fitness
- To ensure all health and safety regulations are adhered to within the gym
- To complete inductions for new members
- To organise equipment and work space as necessary
- To keep up to date with current developments in the fitness industry and latest certifications
- To attend team meetings and staff training.

#### Considerations

- a. The nature of the work may involve the post holder carrying out work outside of normal working hours.
- b. The post holder may be required to attend, from time to time, training courses, conferences, seminars or other meetings as required by his/her own training needs and the needs of the service.
- c. This post is subject to a check being carried out at an enhanced level by the Disclosure and Barring Service (DBS) regarding any previous criminal record.
- d. This job description sets out the duties and responsibilities of the post at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed.

## Assistant Gym Instructor

QUALIFICATIONS AND EXPERIENCE	
Essential	Desirable
<ul style="list-style-type: none"> <li>– Fitness qualification Level 2/3 YMCA or equivalent</li> <li>– Proven experience as a gym coach, fitness instructor, or personal trainer (previous assistant coach experience is a plus)</li> <li>– Good standard of education</li> <li>– Previous experience working with the general public</li> <li>– Knowledge of various fitness techniques, equipment, and safety protocols.</li> </ul>	<ul style="list-style-type: none"> <li>– First aid qualification</li> </ul>
KNOWLEDGE AND SKILLS	
Essential	Desirable
<ul style="list-style-type: none"> <li>– Ability to work on own initiative</li> <li>– Good organisational skills</li> <li>– Excellent customer care skills</li> <li>– Ability to deal with a variety of people sensitively, empathetically and assertively</li> <li>– Experience of working in a leisure environment</li> </ul>	<ul style="list-style-type: none"> <li>- Experience of working with children and young people</li> </ul>
PERSONAL ATTRIBUTES	
Essential	Desirable
<ul style="list-style-type: none"> <li>– Self-motivated and able to work unsupervised</li> <li>– Flexible with a 'can-do' approach</li> <li>– Integrity, empathy and patience</li> <li>– Discreet and honest</li> <li>– Good communication skills</li> <li>– Loyal and dependable</li> </ul>	