



## Liverpool College

*The Staff of Liverpool College are its greatest strength. Their dedication, flexibility, and commitment to the mission of the school ensure its excellence and form the foundation of its future. It is this spirit of service and professionalism which allows the school to inspire young people to achieve their true potential. The expectation of the College is that all staff view their employment at the school in that spirit.*

### Job Description

Post Title	Fitness and Well-Being Advisor (Part time)
Salary/Grade	Grade 1 - £9.25 per hour (pay award pending) Total salary £8,658 per annum
Working Time	This post will cover a number of sessions in the LC Sports area over weekdays and weekends (indicative 18 hours per week) Typically – Mondays 4.00pm-10.00pm, Fridays 4.00pm-8.00pm and alternate Saturdays/Sundays 9.00am – 5.00pm. Flexibility and cover work will be required
Reporting to	LC Sports Centre Manager
Liaising with	LC Sports Members, external users of the LC Sports gym and other facilities as well as Liverpool College staff, pupils and parents.
DBS Disclosure level	Enhanced

### Summary of the overall purpose of the job

As a Fitness and Well-Being Advisor, you will have a passion for helping people to improve their health, fitness and overall well-being. This is a customer focussed environment so your personality, attitude and approach to this role should seek to enhance the experience of users

- To help clients meet their fitness goals and maintain a healthier lifestyle.
- Act as the public face of LC Sports promoting the safe use of the Centre and its facilities.
- Encourage increased use of the facilities by users and groups through increased participation
- Deliver group fitness and exercise classes
- Supervise the fitness floor

### Other responsibilities and objectives of the job

- Promote the use of the LC Sports facilities to new and existing users
- Meet and greet users
- Undertake and oversee Gym Inductions and assessments for members
- Provision of help and support with exercise programmes and techniques
- Help clients to reach their fitness goals and maintain a healthier lifestyle.
- General gym maintenance and cleaning duties (plus those responsibilities in line with extra COVID-19 measures)
- Organise and Monitor use of both Indoor and outdoor Pitches (Sports Hall/Astro Turf)
- Reception duties
- Completion of membership applications and associated paperwork
- Receipt and recording of income from users

## General

### **The post holder will be expected:**

- To follow the guidelines of the school procedures and policies and any others specific to
- To support the school and its leadership
- To continue personal development as agreed.
- To engage actively in the performance review process.
- To comply with any reasonable request from the Principal to undertake work not specified in this job specification.
- To be courteous to colleagues and parents, and to provide a welcoming environment for all visitors to the College.
- To work in compliance with the School's Equal Opportunities Policy; and with regard to policies relating to information security and the requirements of confidentiality and non-disclosure.
- To ensure cleanliness and hygiene of sports environment, in line with extra COVID-19 measures.

***All employees are expected to play a full part in the life of the College community, to support its distinctive mission and ethos as a co-educational 4-19 academy, and to encourage colleagues and pupils to follow this example.***

***While every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be specifically identified. This Job Specification is current at the date shown but, in consultation with the post holder, it may be changed by the Principal to reflect or to anticipate changes in the job commensurate with the grade and job title.***