

Gym Instructor

Role purpose

Deliver gym sessions at the Doone Kennedy Hobart Aquatic Centre, with a focus on member engagement, consistency of service delivery and continuous improvement as well as supporting the day-day operation of the gym.

Role overview

EA & Classification	Hobart City Council Enterprise Agreement 2024 DKHAC Level 2
Position Number	5520
Number of direct reports	0
Responsible for total staff	0
Delegations & Authority	Nil
Budget level	Nil
Network, Group, & Team	Community and Economic Development Network, DKHAC
Immediate Manager	Gym Coordinator (9914)



Gym Instructor

Role accountabilities Key result areas

Group

- Support and grow the delivery of high-quality programs in the Programs and Participation area.
- Maintain effective supervision of the DKHAC gymnasium to ensure the safety of all users.
- Monitor and record gymnasium and group fitness usage through the relevant applications.
- Deliver high quality customer support as the first point of contact and respond to member's health and fitness related enquiries.
- Accept and appropriately record member bookings for all programs and services.
- Accept responsibility for emergency procedures when required.
- Perform pre-activity screenings with gymnasium clients and professionally advise on appropriate exercise interventions.
- Conduct Client Inductions, Personal Training, Rehabilitation sessions, and Group Fitness sessions as required; maintain accurate client notes and records from services that have been delivered.
- Perform a range of other duties (as directed) within the level of the occupant's skills, knowledge and experience in accordance with established policies, procedures and work practices.

Behaviour Standards

- Actively demonstrate the expected behaviours described in the City of Hobart Capability Framework in accordance with the position classification.

Work Health and Safety

- To take reasonable care that your acts or omissions do not adversely affect the health and safety of yourself or others in the workplace, to comply with any reasonable instructions given to you by the Council and to comply with the requirements of any and all WHS applicable policies and procedures.
- Ensure compliance with Work Health and Safety and Child and Youth Safety requirements at all times and follow prescribed reporting processes within the required timeframes.

NOTE: Whilst the key functions and responsibilities for the role are set out above, the Council may direct an employee to carry out such duties or tasks as are within the limits of the employee's skill, competence, and training.

Selection criteria

Qualifications and Licences

- Certificate III in Fitness (SIS30321)
- Current Registration to Work with Vulnerable People.
- Provide First Aid (HLTAID011)
- Provide Cardiopulmonary Resuscitation (CPR) (HLTAID009)

Essential

1. Demonstrated experience in providing individual fitness sessions in a similar environment, together with experience in assessment of clients to gauge fitness levels and development and application of appropriate exercise programs on an ongoing basis.
2. Demonstrated knowledge and understanding of a wide range of fitness equipment and facility operation, including reporting and client service matters.
3. Demonstrated computer related skills with competence in a range of applications including word processing, databases and spreadsheets, email and internet browsers.
4. Demonstrated competence in organising and prioritising multiple workloads, meeting deadlines, and exercising adaptability to changing priorities while maintaining a positive, effective and professional approach.
5. The ability to work independently and as part of a team, in addition to following set procedures, policies and guidelines.
6. Well-developed interpersonal and communication skills that support effective interactions with other DKHAC staff, external stakeholders, the general public and participants engaging in activities within the gymnasium.
7. Ability to self-reflect and demonstrate organisational value and behavioural standards.

Desirable

- Current Driver Licence

Pre-employment checks

1. National Police check
2. Pre-employment Medical Assessment –High Risk
3. Current Registration to Work with Vulnerable People.

Notes

- Regular checks of the validity and status of essential licences and registrations are undertaken during the term of employment.
- The employee is responsible for notifying any new criminal convictions during the course of their employment.
- The *Registration to Work with Vulnerable People Act 2013* requires persons undertaking work in a regulated activity to be registered. A regulated activity is a child related service or activity defined in the *Registration to Work with Vulnerable People Regulations 2014*.



Our Values



People

We care about people – our community, customers and colleagues



Focus & Direction

We have clear goals and plans to achieve sustainable social, environmental and economic outcomes for the Hobart community.



Accountability

We work to high ethical and professional standards and are accountable for delivering outcomes for our community.



Teamwork

We collaborate both within the organisation and with external stakeholders drawing on skills and expertise for the benefit of our community



Creativity & Innovation

We embrace new approaches and continuously improve to achieve better outcomes for our community.

WORKING TOGETHER TO MAKE HOBART A BETTER PLACE FOR THE COMMUNITY