



Wangaratta Sports and Aquatic Centre

Join us and help build the Premier Sports and Events Precinct in regional Victoria.

The Centre

Wangaratta Sports and Aquatic Centre has a proud history of serving the local community and looks today very different to when the original Basketball Stadium was opened in 1974. Squash courts were added in 1987, aerobics studios in 1992 and a major redevelopment and addition of indoor pools opening in 2002. Like the Wangaratta community itself, the centre has grown and changed with the times.

We are looking for people with positive and dynamic mindsets to join us and drive this exciting new chapter for the benefit of the local community.

Employment

This position is available with the Rural City of Wangaratta based with the Wangaratta Sports and Aquatics Centre team.

POSITION DESCRIPTION

Position Title	Group Fitness Instructor
Position Code	
Business Unit	Wangaratta Sports and Aquatic Centre
Work Group	Health Programming
Position Classification	Sessional Employee
Effective Date	September 2020

Our Vision

The Rural City of Wangaratta prides itself on being a community that is connected, sustainable and contemporary. We provide our community with diverse opportunities to participate in the arts, sport and recreation, and in cultural events and programs to bring them together to connect and celebrate the great place in which we live. In this context we have a vision to

build the best sports, aquatics and events precinct in regional Victoria – bringing significant social, recreational, health and economic benefits to our community. Our staff enjoy the regional lifestyle and the benefits of a community situated within a gourmet food and wine region, with a wide range of outdoor adventure activities, and serviced by excellent education and health facilities. We live in a place where good things grow.

Our Values

Our staff are our greatest asset. Our success comes from the everyday demonstration of our values, being:

- **Trust**, to have confidence in the character and competence of our work colleagues.
- **Respect**, to acknowledge all people as individuals with inherent worth and value.
- **Openness**, where we are frank, honest and accountable in our dealings.
- **Fairness**, so we treat colleagues and customers fairly and consistently.
- **Excellence**, to contribute to outstanding services, systems and relationships.
- **Enjoyment**, so we obtain personal satisfaction from our work and display our enjoyment in the workplace.

1. Position Objectives

- To work consistently to our vision of developing the Premier regional Sports & Events Precinct in Victoria.
- To conduct safe, appropriate and engaging group fitness classes within format guidelines, appealing to a wide range of skills, abilities, and confidence levels.
- To provide instruction in group fitness, circuit gym exercises, exercise techniques and health and fitness to participants in a variety of group fitness and circuit programs at Wangaratta Sports and Aquatic Centre and to minimise the risk of injury whilst maximising results

2. Working Relationships

Reports to	Health Programming Coordinator
------------	--------------------------------

3. Key Responsibilities

To provide a warm and welcoming environment to all who participate in classes and strive to ensure everyone feels included and capable, within parameters of programming, whether a beginner or elite athlete.

Supervision

- Ensure that the participants in the group fitness programs act in a responsible and safe manner.

- Maintain high standards of customer service and professional conduct.
- Ensure that high standards of presentation & cleanliness are maintained in our studios and elsewhere

Program Development and Operation

- Plan programs and exercise routines in accordance with the abilities and fitness of the participants.
- Provide instruction in accordance with industry standards, program guidelines and accepted practice.
- Develop and maintain a professional and friendly relationship with all group fitness participants.
- Provide group fitness participants with appropriate feedback and encouragement with respect to progress.

Administration

- Record and report all incidents and accidents that take place in the classes to the Health and Fitness management.
- Record and report required maintenance of equipment, including all group fitness, aqua and circuit equipment and keep storage rooms in an orderly and tidy state.
- Ensure email communication and Human force messages are read
- Attend scheduled meetings and in-house training sessions
- Be signed on and at workstations prepared and ready by the time their shift is scheduled to commence

Risk Management and OH&S

- Ensure a safe and healthy environment by fulfilling the responsibilities and requirements of Council's health and safety system and health and wellbeing program.
- Exercise reasonable care to prevent injury to yourself and others who may be affected by your duties and actions.
- Exercise due care for Council property for which this position is responsible or issued.

4. Core Physical Requirements

- Capacity to lift items unspecified in weight within individual limits.
- Capacity to deliver without hinderance the style & format of class as per individual training, and ability to model progressions & regressions as appropriate
- Capacity to walk up and down stairs frequently.

5. Accountability and Extent of Authority

- To provide instruction in group fitness programs to participants at the Wangaratta Sports and Aquatic Centre
- Provide instruction in accordance with industry standards, program guidelines and accepted practice.
- Plan programs and exercise routines in accordance with the abilities and fitness of the participants;
- Take appropriate measures to ensure a safe exercise environment is maintained for all members.
- Provide group fitness participants with appropriate feedback and encouragement with respect to progress
- Take appropriate measures to ensure a safe exercise environment is maintained for all members.
- Provide first aid and complete documentation as required.
- Evacuate group fitness facilities when deemed required.

6. Judgement and Decision Making

In conjunction with the Health Programming Coordinator, the position has the accountability & authority to:

- Exercise independence, initiative and common sense in solving day-to-day issues.
- Ensure that professional conduct is always engaged, be aware of the open environment in which we operate and make choices to ensure that customers are given our full attention.
- Solve problems and make decisions based on the application of organisational and team strategies and systems.

7. Knowledge and Skills

7.1 Specialist Skills and Knowledge

- Group Fitness Instructors should have a sound knowledge of Group Fitness, Aqua and Circuit exercises and instruction, health and fitness techniques, first aid, resuscitation and public safety requirements.
- Ability to pre-cue, break down exercise technique into safe, simple steps and communicate with a diverse audience
- Ability to motivate, engage and create an experience for our participants which will encourage repeat visits and ultimately improved health outcomes

7.2 Management Skills

- Good organisational skills and well developed program planning skills.
- Time management is also essential to start & finish classes as per schedule.

8. Qualifications and Experience

Passion and experience in delivering group fitness classes to customers
Varied qualifications in multiple styles of class delivery would be an advantage
Experience and/or openness to online mode of class delivery highly valued

Minimum qualifications:

- **HLTAID003** Provide first aid
- **HLTAID001** Provide cardiopulmonary resuscitation
- A current registration with Physical Activity or Fitness Australia or discipline appropriate body (e.g.: Yoga Australia).
- Reformer Pilates qualified/or interest in becoming qualified highly desirable
- Working with Children Check
- Must maintain a satisfactory Police Check

9. Key Selection Criteria

- A sound knowledge of Group Fitness exercises and instruction, including safe progressions/regressions, and adapting classes to customer needs
- Demonstrated experience in delivering high level of customer service with a focus on strong interpersonal skills and the capability to pro-actively and positively communicate with individuals and groups from diverse backgrounds.
- Proven ability to supervise and safely facilitate classes, as well as respond to emergency and first aid situations.
- Experience in maintaining and monitoring customers' technique and safety.
- Demonstrated commitment to working in a team environment

Authorised by: Director – Corporate & Leisure Services

Date:

Employee's Signature:

Date:
