



**PosAbility is seeking an Exercise Instructor to join our team!**

**Could you be the person we're looking for?**

PosAbility is a Cambridgeshire – based charity delivering group exercise sessions to people living with long-term health conditions such as Parkinson's, MS and stroke survivors. You can find us in Histon, Soham, Littleport and Ely throughout the week. We want to expand our face to face service and develop our online sessions. It's a great time to join us!

You need to be confident in delivering and developing exercise activities to specialist groups and older people and hold a relevant qualification. This is a part-time post of 16 hours per week.

Keen to be part of a great team supporting people to keep active? Then this job is for you!

**For a copy of the job description and person specification or an informal chat contact**

**Sarah Bellow, CEO, PosAbility**

Phone: 07951 418258 Email: [sarah.b@posability.org](mailto:sarah.b@posability.org)

[www.posability.org](http://www.posability.org)

## **Job Summary**

### **EXERCISE INSTRUCTOR**

#### **Salary**

£11.61 per hour

#### **Job Type**

Part time – 16 hours per week initially

#### **Key Duties and Responsibilities:**

- Planning, implementation, and development of face to face and online exercise classes for adults with long-term neurological health conditions.
- Undertake confidential assessment of needs, challenges, health and wellbeing for all clients and devise appropriate programmes of physical activity.
- Encourage active participation, monitor wellbeing and evaluate progression depending on the ability of each individual.
- Maintain and regularly update client information by providing data both electronically and in paper format to contribute to the timely monitoring and evaluation process.

#### **Communication:**

- Be positive about the abilities of all clients.
- Motivate, support and reassure clients in relation to physical activity and health, whilst being considerate of the challenges faced by our clients.
- Establish good rapport and relationships with clients to enhance participation and their involvement in the sessions
- Manage client relationships with professionalism whilst being discreet and sensitive to their needs.

#### **Training and Development:**

- Update CPD, professional knowledge and skills in line with current developments and guidelines in relation to the delivery of exercise programmes and specialist populations, i.e. older people, mental health etc.

#### **Organisational Responsibilities:**

- Have a flexible approach to working hours to meet the needs of the service.
- Collate and submit accurate and timely data as necessary for the purpose of monitoring and evaluation.
- Work within established protocols and service level agreements as directed.
- Maintain accurate records and information systems in line with company policies.
- Assist the Chief Executive Officer in monitoring, evaluating and reporting
- Establish and maintain health and safety standards within all programmes, ensuring that all activities are risk assessed and undertaken with due regard to health and safety regulations.

#### **Special Conditions:**

- Hold the Right to Work in the UK

- The post holder will be required to always wear a branded shirt whilst on duty
- Ability to drive and have access to a car for work purposes

**General Accountability**

**Health and Safety**

- To have responsibility for the health, safety and welfare of self and others and to comply at all times with the requirements of health and safety regulations.

**Safeguarding**

- The successful candidate(s) will be required to undergo a DBS check.

**Confidentiality**

- To ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity.

**Equal Opportunities**

To comply with the Charity’s policies on equal opportunities

**GDPR**

To comply with the requirements of the GDPR

**Other Duties**

To undertake such other duties as may be required from time to time to ensure consistent service delivery.

**PERSON SPECIFICATION POST: EXERCISE INSTRUCTOR**

Category	Essential	Desirable	How Assessed
<b>Education, Qualifications, Training</b>	<ul style="list-style-type: none"> <li>• Relevant instructor qualifications Level 2 or above</li> <li>• Good standard of education</li> </ul>	<ul style="list-style-type: none"> <li>• Recognised endorsed Chair based exercise or Falls prevention Activity Leaders Qualification: e.g Later Life or OTAGO.</li> <li>• YMCA awards Chair Based Exercise qualification</li> <li>• YMCA endorsed Strength and Balance qualification (delivered by Cambridgeshire and Peterborough NHS Foundation Trust Falls Prevention Service)</li> </ul>	Application/ interview/ evidence

		<ul style="list-style-type: none"> <li>Falls prevention awareness (delivered by Cambridgeshire and Peterborough NHS Foundation Trust Falls Prevention Service).</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>At least one year's experience of delivering group and individual exercise programs to older people</li> <li>Good communication and interpersonal skills with the ability to motivate and interact effectively with individuals with medical conditions</li> <li>Observing and assisting clients during exercise and reacting appropriately</li> </ul>	<ul style="list-style-type: none"> <li>Working with people living with long term neurological health conditions, Stroke, survivors, dementia</li> <li>Experience of delivering online exercise sessions</li> <li>Experience of partnership working</li> </ul>	Application/ interview
<b>Skills, Abilities &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>To embrace the ethos of the Charity</li> <li>To be committed to client care and providing a friendly and effective quality service</li> <li>Ability to work independently and as part of a team</li> <li>Ability to deliver virtual exercise sessions using Zoom</li> <li>Ability to provide written and verbal reports</li> <li>Awareness of GDPR and confidentiality</li> <li>Knowledge of Microsoft Office package</li> <li>Understanding of data collection and the ability to assist with monitoring and evaluation</li> </ul>	<ul style="list-style-type: none"> <li>Delivering online exercise sessions</li> </ul>	Application/ interview
<b>Aptitude/ personal qualities</b>	<ul style="list-style-type: none"> <li>Self-motivated and enthusiastic</li> <li>Friendly and outgoing</li> <li>Ability and willingness to work across different venues in Cambridgeshire</li> </ul>		Application/ interview

<b>Special Requirements</b>	<ul style="list-style-type: none"> <li>• This post involves assisting clients to move and to stand</li> <li>• This post involves moving equipment required for activity sessions</li> <li>• Flexible approach to working hours</li> <li>• Full driving licence and access to a car</li> <li>• This post involves working with vulnerable adults and as such the post holder will be required to apply for a disclosure of criminal records at an enhanced level (DBS).</li> <li>• Right to Work in the UK</li> </ul>		Application/ Interview
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**Closing Date: 31st January 2022**

Please send your CV and a covering letter explaining how you meet the job description and person specification to :-

**Sarah Bellow, CEO, PosAbility, c/o 26, High Street, Wilburton, Ely, Cambs, CB6 3RB**

or by email to Sarah Bellow [sarah.b@posability.org](mailto:sarah.b@posability.org)