



Job Description

Job Title	Move More Adult Instructor
Business Area	Move More Jersey
Location	Jersey Sport, Main Pavilion, FB Fields, La Grande Route de Saint Clement, Jersey, JE2 4UX
Salary	<p>Dependant on level of experience and qualifications</p> <p>Level 3 Personal Trainer £15.60 - £18 / hour (FTE £30,420 - £35,100)</p> <p>Level 3 Personal Trainer with Level 3 Diploma in Exercise Referral £18.00 - £20.80 (FTE £35,100 - £40,561)</p>
Responsible to	Move More Operations Manager
Responsible for	Move More Volunteers
Contract	Zero hours / Fixed term contract (to be discussed at interview)
Hours Per Week	To be discussed on application / interview
Employer	Jersey Sport Limited
Residence Qualification	Five Year Residency or Equivalent Classification
Background	<p>Jersey Sport was formed in June 2017 as the independent body for the development of sport and active living in Jersey. Jersey Sport has launched the Inspiring an Active Jersey Strategy (IAJ), the vision of which is;</p> <p>“Jersey will be a healthier, more productive and fairer society by being one of the most physically active populations in the world.”</p> <p>The mission is;</p> <p>“More active people for a healthier island. Jersey will increase physical activity by 10%, by 2030.”</p> <p>IAJ is a collaborative whole-systems approach to tackling inactivity in the island, advocating for a collective effort across government departments, corporate institutions and the volunteer and community sector.</p> <p>Jersey Sport is an independent organisation which receives an annual grant from the Government of Jersey to operate various sports and physical activity initiatives across the island. Jersey Sport is the lead agency for the delivery of IAJ.</p>

**Move More
Adult Instructor**

As a Move More Adult Instructor you will play a vital role in promoting and delivering the Move More Adult referral, interventional and health promotion activity programmes of Jersey Sport. You will undertake planning and delivery of sessions and projects which will ensure the services of the organisation and delivery of the Inspiring an Active Jersey Strategy are of the highest quality.

As part of the Move More Team, you will be responsible for delivery of the Move More interventions (including assessments) aimed at increasing the activity levels of adults and families including those with long term conditions, sedentary behaviour patterns, those who have been adversely affected by COVID and who are otherwise disengaged with physical activity. You will be required to work across the full range of adult and family programmes which may include Exercise Classes / Referral Programme, triaging new clients into the programmes / interventional 8-12 week programmes working with specific client groups and stakeholders / Health Walks / Run Together / Cycling and Cycle Without Limits programmes / Care homes and Community engagement events. This will include daytime, evening and some weekend work.

As part of the team, you will deliver programmes and activities which are engaging, fun and create a positive environment for all participants in a wide range of indoor and outdoor settings, including online classes.

You will work with the Move More team to maximise the resources of the Move More Adult programmes to continually develop and improve the physical activity pathway for adults into physical activity.

Tasks I must do to successfully fulfil my job role

Job specific tasks	As well as being able to demonstrate the core behaviours of the organisation and the specialist competences required of the role, there are a number of specific tasks that will be routinely required of the post holder. In addition, the post holder will be required to carry out any task necessary to ensure we continually deliver exceptional service to our customers. The job specific tasks are detailed below.
Key tasks	<ol style="list-style-type: none">1. Plan and deliver high quality Move More sessions / assessments / interventions that will be to a high standard ensuring participants are engaged, safe and that sessions are effective and in line with national and organisational guidelines to promote ongoing participation of islanders in active living

	programmes. Ensure all course paperwork and admin including registers, assessments and results are accurately recorded.
2.	Utilise participant and programme databases such as IMPACT and ensure effective use to maintain the database, record attendances, assessments and any other relevant information (e.g. incidents) in accordance with data protection legislation.
3.	Support the recruitment, training and retention of volunteers to support delivery of the various programs. This may include use of a Volunteer online management system.
4.	Monitor, evaluate, and provide relevant data reports on Move More programmes as requested.
5.	Ensure compliance with the Jersey Sport Policies, including health and safety, safeguarding and risk management. You must ensure risk assessments are followed and amended, as required, for all Move More activities which you are delivering.
6.	Work effectively with the Move More Instructors, Move More Operations Manager, Move More Disability Officer, Move More Run, Walk, Cycle Officer and Head of Move More, to ensure seamless communication and to support activity across the Move More programmes. This may include support to organise staff rotas, holiday cover and other administrative tasks.
7.	Continually research best practice in physical activity and make recommendations to management on the continual improvement of the scheme.
8.	Undertake appropriate administrative tasks pertaining to the role and service (e.g. phone calls) as requested, to ensure the smooth running of the Move More Adult programme and excellent customer service.

The knowledge and skills you must have or be prepared to work towards

E = Essential	E	Knowledge, understanding and ability to demonstrate safe working practices and the health and safety requirements in the delivery of exercise classes and physical activity programmes for adults based upon Behavioural change models.
	E	Experience of engaging with adults through sport and physical activity in education, sport, health, community, leisure and/or recreation industries.
D = Desirable	E	Vision, motivation, enthusiasm and ability to work with diverse groups of people which may include people with disabilities.
	E	Ability to demonstrate safe working practices in the delivery of physical activity tuition.
	E	Knowledge of adult safeguarding policies and procedures.
	E	Ability to work as part of a team but equally important is the ability to use initiative and make independent decisions when appropriate.

E	Excellent time management skills with the ability to prioritise and adapt to rapidly changing situations.
E	Ability to quickly master new systems and processes and to sustain a high level of performance whilst under pressure.
E	Excellent communication, liaising and interpersonal skills. Confident in dealing with members of the public, health professionals, and other relevant stakeholders.
E	Organisational awareness and knowledge of internal & external drivers.
D	Experience of managing volunteers.
D	Have a working knowledge and previous experience in the use of Better Impact and Impact IT systems.

The qualifications you must have or be prepared to work towards

E = Essential
D = Desirable

E	Educated to a minimum of PT Level 3 or equivalent national governing body in health or sport related qualification.
	A national governing body sporting qualification in Level 3 Exercise referral and Facilitating Behavioural change would be an advantage or willing to obtain this.
D	Demonstrate a progressive personal development programme of qualifications/training relevant to your career.
D	Formal qualification in MS Office or able to demonstrate competency.
D	Exercise related qualifications such as yoga / pilates / dance / tai chi / pre and post-natal exercise / exercise to music.