



<b>JOB DESCRIPTION</b>
<b>Fitness Consultant</b>

<b>GRADE</b>	L7	<b>HOURS</b>	21.5
<b>RESPONSIBLE</b>	To	Health & Fitness Manager	
	For	N/A	
<b>LOCATION</b>	Larkfield Leisure Centre		

**GENERAL DESCRIPTION OF DUTIES**

To assist the Health & Fitness Manager in the day to day operations of the Gym & Spa and the services it provides, acting in a front of house capacity to ensure the highest standards of service delivery to the customer.

To assist in the provision, promotion and development of services provided by Larkfield Leisure Centre and connected sites, to meet the customer needs.

To assist the Health & Fitness Manager in the implementation of all aspects of Health and Safety in accordance with all relevant legislation, ensuring completion of all relevant records and checks.

To maintain and develop effective communications and positive working relationships at Larkfield Leisure Centre and across TMLT sites.

To be at the forefront of TMLT's ambition for 'More People, More Active, More Often'.

**SPECIFIC DUTIES**

- To facilitate and supervise the operational activities of the Larkfield Leisure Centre Gym and Spa as appropriate to ensure the safety of users at all times.
- To deal effectively with membership enquiries in the absence of Membership advisors, providing relevant information to prospective customers and undertaking tours of the Gym & Spa.
- To undertake fitness testing, programme design and inductions in compliance with the safety guidelines for exercise prescription.

- To provide on-going instructional services to customers in order to ensure safe and effective use of the Gym.
- To provide an exceptional level of customer service by ensuring the completion of the Member Journey and seamless use of the mywellness software.
- To maintain high standards of cleanliness and carry out cleaning tasks in the Gym and Spa and to ensure the associated equipment is in safe working order.
- To carry out minor preventative maintenance duties as instructed and to ensure the timely reporting of defects to the equipment supplier.
- To assist in the upkeep of security for the Gym and Spa and its immediate surroundings.
- To ensure accurate completion of records and checks as required.
- To provide First Aid assistance as necessary to promote recovery and ensure accurate completion of accident and incident report forms as required.

This job description is not intended to exclude any task, which the post holder might reasonably be required to undertake.