

Gym Instructor

Classification: Fitness Award Level 3A – 4A

Date Reviewed: 27/04/2022

Department: Health Club

Reporting to: Health and Wellness
Coordinator

Approved by: GM Operations & Sustainability

About South East Leisure

South East Leisure is a newly formed leisure management company based in the City of Greater Dandenong with a vision to enhance the health and wellbeing of our community by providing sustainable world class experiences.

We, at South East Leisure pride ourselves on being driven by our values:

CARE – We care about our people, our actions, and our outcomes

OPEN – We are honest, transparent, and respectful in our actions

FUN – We work hard, we have fun and celebrate our success

SUSTAINABLE – We provide commercially and environmentally sustainable outcomes

From the 1st of July 2022, South East Leisure will manage and operate the four major leisure facilities in the Greater Dandenong area:

- Dandenong Oasis
- Noble Park Aquatic Centre
- Springers Leisure Centre
- Dandenong Stadium

Working in a start-up business environment, we are committed to building a team full of positive, hardworking, and adaptable superstars. In return for your passion and commitment, we will:

- Provide you with flexibility in your role – We are passionate about creating a healthy work life balance
- Give you the license to develop and implement your own systems and processes – Being part of a start-up business you will have the ability to develop processes and systems from scratch.
- Encourage you to contribute to our social and environmental outcomes – We are passionate about creating a positive social impact and are always exploring ways that we can implement environmentally sustainable improvements.
- We will always value and listen to your ideas into ways we can improve our programs, services and business.

Our Purpose is to improve community health and wellbeing outcomes through accessible, high quality leisure experiences.

Our Vision is to be the destination of choice providing sustainable world class experiences that enhance the overall health and wellbeing of our community.

About the role

The Gym Instructor will provide health and fitness advice, encouraging members the achieve their goals through motivation and education.

Key Responsibilities and Specialist Skills

- Provides a high standard of service to all customers
- Supervise the gym floor, providing guidance to members and patrons
- Conduct member onboarding consultations
- Prepare and review member workout programs
- Follow-up member appointments
- Support member engagement and retention activities
- Set up and pack up gym equipment
- Cleaning of gym areas and equipment
- Ensuring appropriate gym etiquette is adhered to by members
- Maintain understanding of policies and procedures
- Complete administrative tasks
- Promote a positive safety culture
- Ensure the facility is always clean and presentable
- Other duties as required

Qualifications and Experience

- Previous experience is a similar role (desired)
- Certificate III or IV in Fitness
- First Aid and CPR
- Ausactive Registration (or equivalent)
- Working with Children Check

COVID-19 Vaccination

The health and safety of South East Leisure's employees, members and guests is our number one priority. Given the nature of South East Leisure's facilities, programs and the regular interaction between our employees and the community it is a requirement for all employees to be vaccinated against COVID-19. Prior to commencing your role, you will be required to provide proof of vaccination in the form of a valid government issued vaccination certificate.

Organisational Relationship/Context

Reports to	Health and Wellness Coordinator
Major contacts	Internal Liaisons <ul style="list-style-type: none">○ Leadership team○ Internal staff team
	External Liaisons <ul style="list-style-type: none">○ Members and patrons○ User Groups

Equal Opportunity

We support the provision of a work environment that is free from harassment, discrimination and bullying and refrain from engagement in any activities that may be offensive, humiliating, uncomfortable for; or derogatory towards; other staff or the community.

Safeguarding Children and vulnerable adults Commitment

SEL wants children and vulnerable adults to be safe, feel safe, happy, and empowered; we take all reasonable steps to ensure candidates are appropriately screened and to employ skilled staff to work with children and vulnerable adults and have zero tolerance for all forms of harm.