



POSITION DESCRIPTION

Fitness Instructor/Personal Trainer

POSITION OVERVIEW

Position:	Fitness Instructor/Personal Trainer
Team:	Sport Operations
Reports to:	Manager Sport Operations / Fitness Hub Shift Supervisor (whilst on-shift)
Direct reports:	Nil
Employment status:	Casual & part time positions available
Location:	Adelaide University Fitness Hub (North Terrace, Waite & Roseworthy sites)
Salary:	Fitness Industry Award 2021 –Level 4a

Purpose

The Fitness Instructor/Personal Trainer is responsible for the delivery of professional fitness instruction services and (where applicable) personal training to Fitness Hub members and the Adelaide University Sport community. This position provides fitness instruction through floor management support and engagement with members, and allows for the provision of 1-1 or small group personal training (optional).

Organisational context

Established in 1896, Adelaide University Sport and Fitness, although administratively autonomous, is directly affiliated with the University of Adelaide and has been incorporated in its own right since 1979. Adelaide University Sport and Fitness helps students and the wider community access an extensive range of sporting facilities and an eclectic mix of almost 40 sporting clubs and three on campus gyms. Adelaide University Sport and Fitness also hosts a number of events and activities throughout the year, ranging from social activities through to competitive events.

At Adelaide University Sport and Fitness we actively promote a life and study balance through the healthy body; healthy mind nexus. Keeping in line with The University of Adelaide ideologies, we also endeavour to instil a sense of pride within our members and the community, which is evident through our focus on: Play for fun, Play to win and Play with pride. The Adelaide University Sport and Fitness clubs help us to deliver this message by providing participants with a sense of community, promoting leadership and encouraging excellence.

KEY RESPONSIBILITY AREAS & DUTIES

Fitness instruction & gym floor support

- Carry out regular checks of the gym floor
- Correct techniques and provide opportunistic feedback to members
- Induct and instruct members on how to use equipment safely
- Contribute to the delivery of individualised health planning and member program updates

Personal training

- Provide 1-1 and/or small group personal training to Fitness Hub members and wider AUSF community
- Promote good work practices by correcting behaviour and techniques in sessions

Customer experience (CX)

- Deliver exceptional customer service, acknowledging every member and building rapport with existing customers
- Develop and maintain positive and strong working relationships (both internal and external)
- Ensure customer service standards are upheld

- Assist with open/close procedures
- Lead by example, complying with all AUSF policies and procedures (particularly code of conduct and COVID management)
- Assist with the upkeep and administration membership through the CRM – uploading photos and member details

Personal development and team contribution

- Be an active participant within the AU Sport & Fitness team, contributing positively to our inclusive and community-focused culture at The University of Adelaide
- Take an active part in team building, quality improvement systems, business planning and other activities
- Attend and be a positive contributor to team meetings and workshops
- Display a commitment to ongoing learning and continuous improvement
- Participate and contribute to AU Sport staff-directed committees as required

SELECTION CRITERIA

Essential

- Certificate III in Fitness (minimum for Fitness Instruction)
- Current Fitness Australia registration
- Current CPR and First Aid
- Previous experience as a supervisor/line manager in a similar position
- Demonstrated experience in exercise programming and prescription
- Demonstrated customer service experience
- Knowledge of equipment operation and maintenance procedures
- Basic computer skills in Word, Excel and Outlook

Desirable

Certificate IV in Fitness (minimum to provide personal training services)

Personal attributes

- Self-motivated and trustworthy
- Ability to work autonomously with minimal supervision
- A self-starter
- Effective problem solving skills