

Job description – Exercise Referral Instructor (bank)

Organisational details

YMCA East Surrey
YMCA Sports and Community Centre
Princes Road
Redhill
RH1 6JJ
T 01737 779979

YMCA East Surrey is a charitable company limited by guarantee and also a registered provider of social housing.

Charity registration no. 1075028

Company registration no. 03716594

Registered provider no. 4854

Post to be based at the above address.

Directorate: Health & Wellbeing

Responsible to: Exercise Referral Coordinator

Responsible for: N/A

Job purpose: To deliver a programme of exercise referral and physical activity for adults with long-term health conditions, disabilities or other needs.

Main responsibilities

- To (where qualified) deliver a range of specialist group exercise classes for specific long term health conditions such as Stroke Rehabilitation, Cardiac Rehabilitation, MS, COPD, Diabetes, Seated Exercise and Falls Prevention.
- To arrange and carry out consultations, and create personal progressive programmes of exercise to meet the health needs of the individual. To obtain additional medical or other additional information when risk stratification requirements deem it necessary.
- To be responsible for the health and safety of clients attending the Exercise Referral scheme and to ensure staff, volunteers and clients are not exposed to undue risk.
- To support volunteers who assist with exercise referral classes.
- To advise the Exercise Referral Coordinator on issues relating to referrals, classes, the well being of clients and new inclusive fitness equipment.
- To ensure that relevant safeguarding policy and procedures are followed to protect adults that are at risk.
- To attend any relevant training courses that are required to meet the needs of the service.

Discretion to act

Long-term decisions and strategic changes will be made by the Health & Wellbeing Manager and CEO. Day to day decisions will be made by the Health & Wellbeing Manager and Exercise Referral Coordinator.

Relationships

The Exercise Referral Instructor is part of the Health & Wellbeing team. Line management on a daily basis will be provided by the Exercise Referral Coordinator. You will have monthly one to ones and an annual appraisal. The Exercise Referral Coordinator will help decide on your priorities and objectives.

The post holder will work closely with the rest of the exercise referral team to ensure that medical referrals are processed within agreed timescales, technical knowledge is shared and that all classes are covered.

You will also liaise with the Fitness Instructors and the and the Fitness manager to ensure that health and wellbeing activities dovetail with the mainstream exercise programme at Princes Road.

Environment

YMCA East Surrey is an independent charity, affiliated to the National Council of YMCAs, that has been responding to local need since 1870. Our aim is to help individuals to reach their full potential, especially those who are vulnerable or face disadvantage.

YMCA East Surrey operates primarily in Reigate and Banstead but also offers services in Epsom and Ewell, Mole Valley, Tandridge and West Sussex. Our main centres are:

- ▶ YMCA Sports and Community Centre, Redhill
- ▶ YMCA Sovereign Centre, Reigate
- ▶ YMCA Hillbrook House, Redhill
- ▶ YMCA Young People & Family Centre, Horley
- ▶ YMCA Phoenix Centre, Tadworth
- ▶ YMCA Merstham Pre-school, Merstham
- ▶ YMCA Supported Move-On housing in Horley, Merstham & Redhill

Our friendly team of over 160 staff deliver services and projects across three main areas:

Children and Young People

- ▶ Childcare & Recreation - After School Club, Holiday Club, Recreational activities, Pre-schools, Crèche and Children's Parties
- ▶ Disability Services - Yippee and Yip4Youth short break services, LifeWorks sports and social activities, Face2Face parent befriending
- ▶ Emotional Wellbeing & Mental Health – Heads Together Counselling, Children's Wellbeing Practitioners, Community Wellbeing Team, WAVES youth group, Y's Girls mentoring
- ▶ Youth & Family Services - YMCA Horley Young People & Family Centre, Youth clubs, Early Help, Street-based youth work

Health and Wellbeing

- ▶ Inclusive fitness gym and group classes
- ▶ Disability sport
- ▶ Exercise Referral classes for adults with health conditions or rehabilitating from injury or illness
- ▶ Health Promotion services incl. NHS Health Checks, weight management sessions and free guided health walks
- ▶ Challenge fundraising events incl. large community events such as the annual YMCA Fun Run and Santa Run

Housing Services

- ▶ YMCA Hillbrook House, supported accommodation for homeless young people
- ▶ NextStep, a rent deposit guarantee scheme assisting families and individuals at risk of homelessness into sustainable, private rented accommodation
- ▶ Move-on accommodation for young people as a step towards independent living

Please visit our website or read our annual review for more information about YMCA East Surrey's work in the community. www.ymcaeast Surrey.org.uk/annual-review

Hours of work – as required

Salary - £13.91ph (plus £7.49m top up for specialist classes) inclusive of class delivery.

Annual Leave – n/a

Benefits - The post holder will be entitled to free use of the YMCA East Surrey fitness centre in Redhill and half price YMCA childcare for dependents. There is free parking available at YMCA East Surrey sites. YMCA East Surrey also operates a Bike to Work Scheme.

Pension – n/a

Person specification

Qualifications, training and understanding

Essential	Desirable
Recognised Level 2 and 3 Fitness qualifications	First Aid trained
Level 3 Exercise Referral Qualification	Defibrillator Trained
Recognised Level 4 Specialist populations CPD qualification such as cardiac, pulmonary, cancer, lower back, mental health or working towards	Member of the Register of Exercise Professionals at either Level 3 or 4
	Member of the Register of Exercise Professionals at either Level 3 or 4

Experience

Essential	Desirable
Experience delivering activity within an exercise referral scheme	Experience of working with adults with learning and physical disabilities
Experience of planning, implementing and evaluating physical activity interventions	Experience of working in cardiac rehabilitation or any other rehabilitation or chronic disease management programmes.
Understanding the use of motivational interviewing and other methodologies in providing client support	

Abilities, skills and attitude

Essential	Desirable
Good communication/interpersonal skills with the ability to motivate and interact effectively with individuals with risk factors/medical conditions	Car owner/driver
To be committed to customer care and providing an efficient and effective high quality service	IT Literate (i.e. Excel, Word and Leisure Management Programme)
Self-motivation and the ability to work on their own initiative	
Committed to addressing inequalities in health in a sensitive and flexible manner	
Flexible approach to work hours	