

## Position Description

### Gym Instructor (Bendigo Sports Centre)

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<b>Position No:</b>	NEW
<b>Department:</b>	La Trobe Sport
<b>School:</b>	Central Administration
<b>Campus/Location:</b>	Bendigo
<b>Employment Type:</b>	Casual
<b>Position:</b>	Gym Instructor

Further information about La Trobe University - <http://www.latrobe.edu.au/about>

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**For enquiries only contact:**

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# Position Description

## Gym Instructor

### Position Context

La Trobe Sport is a University initiative with the strategic goal of developing La Trobe University into the University of choice for Sport in Australia.

La Trobe Sport facilitates programs, partnerships, research and course developments to enable La Trobe to be the leading university in Australia for sport-related teaching and research, to support student participation in sport and sport related clubs and to actively engage the local community and schools through the use of its sporting facilities and sport services.

La Trobe Sport was established to drive the implementation of the Plan for Sport at La Trobe that involves a range of activities:

- Develop teaching and learning opportunities related to sport
- Build the university research capacity related to sport
- Develop sporting partnerships that enhance teaching, learning and research
- Facilitate new and existing academic programs related to sport
- Facilitate coordination across student services and facilities management to maximise opportunities for club sport and sport partnerships with community and school sport groups
- Support the development of new infrastructure to enhance the sport and sport related programs at La Trobe
- Manage the La Trobe University sport-related partnerships and sponsorships

### Duties at this level may include:

- Providing excellent customer services to all stakeholders of La Trobe Sport as per our customer service charter
- Provide effective supervision of the gym facility to ensure the safety of all facility users
- Undertake PARQ and fitness-based assessments for cliental, assessing their readiness for an exercise training program and implementing a structured session plan that is in accordance with their needs / goals
- Providing initial first aid treatment within the competencies of acquired training
- Attending to relevant tasks, checklists and duties associated with gym floor management and upkeep
- Provide group based training for small groups of all demographics
- Attending relevant meetings and training sessions
- Attend training as required including but not limited to a minimum of two emergency training and two gym-based training sessions annually

### Special Requirements:

Ability to work flexible hours including weekends.

### Key Selection Criteria

#### ESSENTIAL

1. Strong gym-based knowledge, with the ability to contribute to the efficient and effective operations of the health and fitness team
2. Provide fitness appraisals and exercise instruction, ensuring the correct use of free weights and pin-loaded machine equipment
3. Sound communication & conflict resolution skills with the ability to negotiate with a diverse range of customers and/or community members

4. Gym maintenance, cleaning of equipment and common areas following COVID-safe procedures
5. Ability to follow set policies and procedures, with a primary focus on gym safety and a 'safety first' mentality for self and others
6. Ability to work in a team and contribute to fostering a connected, innovative, accountable and caring culture

### Essential Compliance Requirements

To hold this La Trobe University position the candidate must:

- Hold, or already applied to undertake a Victorian Working with Children Check; AND
- Hold, or already booked in to complete HLTAID003 Provide first aid; AND
- Hold, or already booked in to complete a minimum SIS30315 Certificate III in Fitness; AND
- OR, hold or are currently completing HBSES Bachelor of Sport & Exercise Science; AND
- Take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

### La Trobe Cultural Qualities

Our cultural qualities underpin everything we do. As we work towards realising the strategic goals of the University we strive to work in a way which is aligned to our four cultural qualities:

- We are **Connected**: We connect to the world outside — the students and communities we serve, both locally and globally.
- We are **Innovative**: We tackle the big issues of our time to transform the lives of our students and society.
- We are **Accountable**: We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.
- We **Care**: We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities.

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For Human Resource Use Only

Initials:              Date: