



leisure

Role Profile

Created April 2017

Post Title:	Assistant Physical Activity Consultant
Grade:	£9.50 per hour
Location:	Various Locations across North Ayrshire
Contract:	18.5 hour per week (Temporary until 31 March 2022)

Role Definition

To promote, support and deliver health and well being initiatives and physical activity across North Ayrshire

Key Tasks and Responsibilities

Corporate Responsibilities

1. Ensure the provision of a customer focussed environment ensuring consistent, high quality delivery to our customers.
2. Promote the Health and Safety of team members, customers and others through the implementation of the Company Health and Safety Policy and arrangements in accordance with all relevant statutory requirements, and by performing a lead role in the creation and maintenance of a positive Health and Safety Culture.
3. Providing visible leadership to all team members, ensuring that they are motivated and operate at high levels of performance and efficiency.
4. Create by example an environment in which all team members work as a team to achieve their own and the Company's objectives.
5. Ensure positive promotion of Company facilities, activities delivered, and Company initiatives.
6. Contribute to the ongoing development of procedures and practices associated with the role including updating relevant policies, guidance and associated documentation following changes to standards, regulations and/or legislation.
7. Maintain the confidentiality of Company and customer information conforming to the requirements of the Data Protection Act.
8. Adopt a flexible attitude to your role at all times undertaking activities that assist the Company in maintaining a competitive advantage.
9. Undertake any other reasonably required duties as instructed by management or someone acting on their behalf, in addition to the role specific tasks and responsibilities detailed below.

A Better Life

KA Leisure is a trading name of North Ayrshire Leisure Limited

North Ayrshire Leisure Limited is a Company Limited by Guarantee No.202978 and a recognised Scottish Charity No.SC029780.
Registered Office: 22 Quarry Road, Irvine KA12 0TH; Tel: 01294 315120; Fax: 01294 315140; email: info@kaleisure.com;
www.kaleisure.com



Role Specific Tasks and Responsibilities

1. To proactively promote, support and deliver a range of activities within the Health & Wellbeing Service and all related projects delivered by the Active Lifestyles Team
2. Respond to all customers individually recognising personal preferences and circumstances.
3. Maintain databases and records within the Health & Wellbeing Service ensuring compliance with confidentiality and access.
4. Delivery of health checks and healthy lifestyle advice to people across North Ayrshire within the heart of local communities on the Activator mobile health unit, and be able to identify where appropriate and refer to partner agencies
5. Develop working relationships with agencies and community partners and support all Physical Activity programmes.
6. Promote communication throughout the programmes, including partners, volunteers and clients.
7. Support people within North Ayrshire communities to improve their health and wellbeing through the promotion of campaigns and health initiatives.
8. Support Volunteers working across the Health & Wellbeing Service
9. Undertake a programme of Continued Professional Development which will include studying for professional qualifications within the field of Health & Wellbeing.

Essential/Desirable Criteria

	Essential	Desirable	Evidence
Education and Qualifications	Qualification in Physical activity, health, well being or fitness at minimum of HNC level or REPS level 2	HND or degree in Physical activity, health, wellbeing or fitness. REPS Level 2 Exercise to Music REPS Level 3 condition specific qualification Full Drivers Licence	Application form and interview
Experience	Must be able to demonstrate experience of working with the public on a face to face basis	Experience of working with older adults and delivery of health checks / fitness testing	Application form and interview



Specialist Knowledge	An understanding of the Physical Activity considerations for adults with Long Term Conditions.	Experience of delivering health checks	Application form and interview
Skills and Abilities	Ability to work flexibly to meet the needs of the business.	Proficient in the use of IT	Application form and interview
Key Behaviours	Professional and customer focussed. approach Enthusiastic, motivated and empathetic nature. Confident and presents a professional image. Flexible, creative and innovative		Application form and interview
Other	Committed to undertaking all training seen as a requirement of this post and to continuous personal development and improvement. Ability to recognise and maintain confidentiality. Ability to travel throughout North Ayrshire.		Application form and interview



Competencies

Value	Competency	Level of Behaviour Required
Managing Self	Planning, Organising & Decision Making	2
	Self Development	2
	Change	1
Achieving Performance	Customer Focus	3
	Continuous Improvement	2
	Delivering Results	1
Working with Others	Communication	3
	Effective Working Relationships	3
	People Management	N/A