

Job Description – Activity Assistant Apprenticeship

Job Description	Person Specification
<p>Product Delivery:</p> <ul style="list-style-type: none"> • Assist in planning programmes and lessons / sessions effectively using FFS materials. • Help to inspire children and young people to develop and lead healthy active lifestyles. • Support the monitoring, assessing and reporting on progress and achievement of children and young people. • Ensure children and young people are kept safe at all times. • Ensure clients receive the best possible service in line with company service standards. • Support session / lesson leaders in the management and organisation of sessions / lessons. • Help to deliver programmes, activities and tasks efficiently and effectively. <p>Operational and Financial Control:</p> <ul style="list-style-type: none"> • Help to manage the resources required for the job effectively. • Record & report all incidents/accident following company procedure. <p>Sales and Activity:</p> <ul style="list-style-type: none"> • Support development of new business opportunities. <p>People Management:</p> <ul style="list-style-type: none"> • Undertake training and development as identified by FFS. 	<p>To be suitable for this role employees must:</p> <ul style="list-style-type: none"> • Possess the necessary relevant skills for the tasks. • Assist in planning, delivery and assessment. • Hold the necessary qualifications for the post. <p>They must also:</p> <ul style="list-style-type: none"> • Possess a passion for physical activity and healthy lifestyles. • Be trustworthy and able to take responsibility for self and others. Valuing the trust put in them by team members, clients, and children. • Be organised and able to work effectively in teams and as an individual, always maintaining a professional approach to work. • Be able to relate well to, motivate, and encourage others being conscious of being a positive role model at all times. • Have an enthusiastic attitude to life and work. • Have the ability to make learning and work fun

ENGAGING & EDUCATING CHILDREN THROUGH ACTIVITY

For more information please call 0845 456 3233 or go online at www.fitforsport.co.uk