



Position Description
Community Strength and Balance Trainer
32 hours
Fixed Term: 1 year (to 22nd December, 2020)

Background:

Sport Waitakere (SW) has a vision that everyone is connected, healthy and active. We aim to make a positive difference to the lives of people in our West Auckland community where they live, learn, work and play. We do this by:

1. Building the capability of our community through training, workshops, advising and support.
2. Increasing participation in physical activity by getting more people of all ages playing and moving more.
3. Influencing environments so that it is easier to make healthier choices.

Sport Waitakere (SW) was registered as a Charitable Trust in 1991 and is a Regional Sports Trusts (RSTs). Sport Waitakere has extensive experience in working strategically, collaboratively, and across sectors and settings to achieve positive outcomes for our community by engaging with communities by offering locally led solutions and a wide range of services via projects, events and programme delivery.

We align with the strategic outcomes of Active - Auckland Sport and Recreation and as such provide a means to reach local communities through the Auckland Approach by offering a local presence. We also work closely with the strategic outcomes of central and local government and work within the boundaries of Auckland Council's three Local Boards – Whau, Waitakere Ranges and Henderson Massey.

Our Vision:

Everyone connected, healthy and active

Our Purpose:

Lead-Enable-Strengthen. Making a difference through Sport and Recreation.

Kia arahi, kia whakamana, kia tutuki

Primary role:	To contribute towards a high quality Community Strength and Balance programme by working with new and current providers to become Community Strength and Balance approved programmes.
Location:	The position is based at Sport Waitakere, located at the Waitemata Rugby Club, 96 Swanson Road, Henderson
Reports to:	Community Sport and Recreation Team Lead
Direct reports:	No direct reports
Internal Relationships:	Sport Waitakere team, Volunteers, Healthy Families Waitakere team,
External Relationships:	Harbour Sport, He Oranga Poutama ki Tamaki, Aktive Auckland Sport and Recreation, Sport and Recreation NZ, Auckland Council, Henderson Massey Local board, Whau Local Board, Waitakere Ranges Local Board, Group Exercise Providers, ,Community organisations, such as Age Concern, Probus and Retirement Villages.

Key Result Areas:

This position is responsible for the following key tasks:

- Work with current providers of Strength and Balance classes to become approved providers. This will involve assessing classes and providing necessary support and training to achieve the nine criteria for approval.
- Collect class data and submit quarterly reports to Harbour Sport, including writing case studies.
- Monitor Strength and Balance providers to ensure Community Strength and Balance approval status is retained. Provide support and training as required.
- Deliver workshop training for approved Community Strength and Balance provider including aspects of health and safety and monitoring.
- Initiate and establish Strength and Balance classes in identified areas of need, for example for high needs populations (Maori, Pacific), in retirement villages and rurally. Oversee all aspects of these classes.
- Work closely with the Harbour Sport Community Strength and Balance team to ensure the initiative is cohesive across the Waitemata District Health Board area and the wider Auckland region.
- Build effective professional networks with wider community organisations. Enhance relationship with existing partners whilst identifying and developing new strategic partnerships. such other duties and responsibilities commensurate with the nature of the position.

General

- Be proactive in identifying personal training opportunities for continuous improvement to meet the duties and responsibilities of the position
- Fully support the philosophy and culture of Sport Waitakere
- Link with other Sport Waitakere initiatives
- Work within the policies and procedures of Sport Waitakere
- Keep abreast of developments in sport and recreation and in specific areas of work
- Be prepared to work flexible hours, including evening and weekend work
- Undertake such other duties and responsibilities commensurate with the nature of the position

Qualifications and experience

- Relevant tertiary qualification in sport and recreation, exercise prescription and group exercise
- Minimum of 5 years working in the fitness industry or related field with group exercise and preferably 'train the trainer' experience
- Exceptional communication and verbal skills within varied environments
- Enthusiasm, initiative and an ability to work both autonomously and within a team
- High level understanding of customer service, follow up and results orientation
- Time management skills
- Excellent planning, follow up and administration skills.
- A knowledge of the impact of disparities on communities, and in particular where these disparities impact on target populations as identified within collective, ie Maori, Pasifika.

Personal Attributes

- High degree of energy, motivation and dedication
- Good effective oral and written communication skills
- Excellent relationship building skills with proven ability to form and maintain successful relationships
- Excellent organisational, time management and people skills
- Work honestly and transparently

Values Alignment

Have values that are consistent with the Sport Waitakere philosophy

- Leadership / Rangatiratanga
- Excellence /Hiranga
- Partners / Whanaungatanga
- Teamwork / Mahi Tahi

Essential Competencies

- Technical knowledge
- Team leadership
- Strategic thinker
- Budgetary responsibility
- Relationship development

- Effective Communication
- Action orientated, results driven
- Current drivers license