

University of
HUDDERSFIELD
Inspiring global professionals

Graduate Physical Activity Leader Student Services



The Role

Job Description

Job Purpose

Support the delivery and coordination of high-quality sport, physical activity, and wellbeing opportunities for the University community, through application of contemporary graduate learning, recent experience and engagement as a Higher Education student.

Main Duties and Responsibilities

1. Develop physical activity, sport and wellbeing industry skills and experience through duration of 21-month programme in following areas: duty management and facility supervision; sport, fitness, class and/or active wellbeing instruction; member engagement and customer care; membership administration; project and programme delivery and coordination; safety and risk management; first aid.
2. Engage in Personal Development Planning to achieve goals identifying a skills and capabilities to develop during the 21-month programme.
3. Deliver and evaluate an activity programme to increase student participation that is co-produced with university staff and students.
4. Develop capabilities and undertake duties equivalent to a Fitness Instructor, Sport or Wellbeing Activators and Assistant.
5. Work flexibly to support service operations undertaking duties including social sport and active wellbeing delivery; fitness and class instruction; programme coordination; promotion and engagement; officiating; duty management.
6. Support the Sport and Participation Assistant Manager: Student Opportunities with facilitating student leadership and development opportunities.

General Duties

7. Work flexible hours and shifts to meet customer and business needs which includes early morning, evenings, and weekend work as standard.
8. To carry out any other duties and engage in which are appropriate to the grade of the post as specified by the Manager and Duty Manager

Person Specification

The successful candidate will be able to demonstrate the following attributes:

Qualifications

- Obtained or expected to obtain an undergraduate degree before the 1st of August 2023. Consideration may be given in the case of mitigating circumstances.
- First Aid Qualification or willingness to complete training and administer First Aid.

Experience

- Experience in delivering 1-1 and group physical activity sessions.

Knowledge and Abilities

- Able to, and enthusiastic about promotion of sports, physical activity, and wellbeing to increase levels of participation.
- The ability to consistently deliver exceptional customer service including the ability to communicate clearly, react to changing circumstances and prioritise.
- The ability to demonstrate great timekeeping within the working environment and to the work hours indicated in the job pack.
- The ability to, and experience of, maintaining a high-quality service environment including attention to detail and cleaning.

Personal Qualities

- The ability to consistently demonstrate personal and professional commitment to the University's strategy, vision and values –Team, Excellence & Community.
- Demonstrable career ambition to work in sports, physical activity and/or wellbeing.
- Commitment to Equality, Diversity and Inclusion
- Commitment to excellent customer service

Please make sure you tell us how you meet our person specification and provide us with examples of this in your supporting statement on our application form.

Aims



Values

We will work as a **team** to provide an **excellent** service to all of the **communities** we support.



Equality, Diversity, Inclusion and Staff Networks

The University embraces and celebrates the diversity of our staff, students and applicants and works to ensure University policies, practices, procedures and projects are inclusive. Central to our strategy is inspiring and enabling all our students to succeed and we have committed to eliminating attainment gaps in degree outcomes, student continuation and graduate employment outcomes. about

We have already embraced a number of initiatives to further support our Equality, Diversity and Inclusion journey. These include:

- Holding the Athena SWAN Bronze Award for gender equality since 2015 and the HR Excellence in Research Award since 2011.
- Committing to the Stonewall Global Diversity Champions programme.
- Becoming accredited as a Disability Confident Employer.

- Signing up to the Race Equality Charter.
- The University supports staff and students through the provision of EDI networks and support from external organisations and charters to build and maintain an inclusive community.
- The University has a number of staff networks which include the following:
 - LGBTQI+ Staff Network
 - BAME Staff Network
 - Staff Disability Network
 - Women's Staff Network
- Our staff networks provide an opportunity for staff who share a protected characteristic to network, obtain peer support and share information.
- Further information on the staff networks detailed above can be found on our [Equality, Diversity and Inclusion web pages](#).



Terms and Conditions

- This post is offered for a fixed term period of 21 months on commencement and is full time (37 hours per week). We offer flexible and hybrid working opportunities where possible and in agreement with your manager.
- The salary for this post will be at Grade 4 (£22,761 - £24,950 per annum) and is subject to cost of living and incremental progression until the top of the grade is reached. It is expected that salary will be offered at the bottom of this grade.
- Annual leave entitlement is 30 days (pro rata) plus statutory and discretionary holidays throughout the year.
- Enrolment into the local government's career average revalued earning pension scheme is automatic.



Working at the University of Huddersfield

When you join our team, you'll have access to a wide variety of staff benefits, ranging from wellbeing initiatives and staff networks, to support for your personal development.

Wellbeing

At Huddersfield, we believe that our workforce is our greatest asset, and so the health and wellbeing of ALL our staff is a priority.

The University is accredited by the Workplace Wellbeing Charter, the national accreditation standard that recognises an organisation's commitment to improving the lives of those who work here. This accreditation demonstrates our commitment to creating a culture that values health and wellbeing.

Personal and Professional Development

You will have access to a wide range of development opportunities to support you. Please take a look at our People and

Organisational Development web pages where you can find more details.

Employee Benefits and Discounts

You can take advantage of a wide variety of employee benefits, ranging from salary sacrifice schemes to retail discounts from local companies.

Campus Facilities

Although we enjoy a town centre location, our campus has a canalside location and many green spaces to enjoy. We have a range of delicious food outlets on campus, and access to gym, swim and fitness classes through our ActiveHud membership and benefits. If you drive to work, on appointment you can apply to join the waiting list for our chargeable University car parks.

We're based in the town centre which means we have easy access to local supermarket and shopping facilities.



[How to Apply](#)

If you would like to discuss this opportunity further or have any questions about the role, please contact Tom Adams via email T.Adams@hud.ac.uk

Closing date for applications is 13 April 2023

Reference: R7114

Interviews are expected to take place on 17 May 2023.

