



JOB DESCRIPTION

Job Title: Part Time Female Gym Instructor

Hours: 3 - 7 Hours per Week.

Pay: £13.50 per hour

Responsible to: Youth and Family Services Manager

JOB PURPOSE

Deliver engaging and inclusive gym and fitness sessions for girls' sessions at The Dome, a community space run by Queen's Crescent Community Association, supporting young people aged 8–19 and families in Gospel Oak and surrounding areas within the London Borough of Camden.

Promote health, fitness, and wellbeing by providing safe, supportive, and structured gym-based activities specifically designed to encourage girls' participation. Create a positive and empowering environment where participants can build confidence, improve physical health, develop fitness skills, and feel comfortable engaging in exercise at their own pace.

Ensure sessions are welcoming, inclusive, and tailored to meet a range of abilities, helping young women and girls to enjoy physical activity, develop lifelong healthy habits, and reach their full potential.

DUTIES AND RESPONSIBILITIES

- Develop and maintain positive, respectful, and supportive relationships with all gym users, particularly young women and girls, ensuring a safe and welcoming environment for participation.
- Deliver safe, engaging, inclusive, and age-appropriate gym and fitness sessions that promote health, wellbeing, confidence, body positivity, and enjoyment for girls and young women aged 8–19.
- Support participants in identifying and achieving their personal fitness goals through encouragement, motivation, and tailored exercise guidance that reflects individual needs, abilities, and confidence levels.
- Create an empowering environment where girls feel comfortable participating in physical activity, while effectively managing challenging behaviour in a calm, professional, and consistent manner.
- Promote positive physical and mental wellbeing by delivering fitness-based activities alongside healthy lifestyle education, encouraging self-esteem, resilience, and healthy habits.
- Work collaboratively with members of the Youth Services team to plan, implement, and deliver Queen's Crescent Community Association programmes, ensuring high-quality provision specifically for girls' engagement and participation.

- Contribute to the planning and development of girls-only fitness sessions, gym activities, and wider community health and wellbeing initiatives that increase participation and inclusion.
- Encourage young women and girls to adopt healthier lifestyles, build confidence, develop discipline, and enhance life skills that support personal development and employability.
- Actively promote girls' gym programmes, wellbeing initiatives, and wider community activities delivered by Queen's Crescent Community Association, helping to increase awareness and participation.
- Ensure safeguarding, health and safety, and safe use of all gym equipment at all times, with particular attention to creating a secure and supportive space for young women.
- Carry out gym inductions, supervise equipment use, and maintain a safe, clean, inclusive, and well-organised training environment.
- Ensure all equipment is correctly stored after use and maintain high standards of cleanliness and hygiene within the gym area.
- Report any maintenance issues, damaged equipment, accidents, or safeguarding and health and safety concerns promptly to management.
- Conduct regular equipment checks to ensure all gym equipment remains safe, functional, and appropriate for use.
- Attend team meetings, training sessions, and ongoing professional development opportunities to enhance delivery and practice in girls' fitness provision.
- Undertake relevant administrative duties, including maintaining registers, monitoring and evaluation, collecting participant feedback, and recording outcomes to support programme improvement.

SCOPE OF ROLE

- QCCA provides a range of services for the community and works with external partners in the voluntary and statutory sectors. QCCA Youth Services are based at The Dome, a purpose-built community, youth, and sports centre which contains a gym, music studio, computer room and large indoor multi-use sports hall.
- The post holder will work as part of the Youth and Family Services team
- The post holder will support volunteers, apprentices and work experience students.

PERSONAL SPECIFICATION

Requirements	Essential	Desirable
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Minimum Level 2 qualification in gym instructor.	*	
Minimum 6 months' experience working with people in a youth work or community work setting or similar	*	
Experience working with women and girls in a community work setting or similar	*	
Experience of planning, delivering and evaluating projects	*	
Able to work as a member of a team	*	
Able to work on own initiative	*	
Able to engage and develop relationships with young people	*	
Excellent communication and listening skills	*	
Commitment to equality and diversity	*	
Willingness to undertake training and continuing professional development	*	
Able to use Microsoft Office (i.e. Word, Excel and Outlook)	*	
Knowledge and understanding of safeguarding issues	*	
Punctual and reliable	*	
Experience coaching participants with challenging behaviour or additional needs (e.g. SEMH)		*
Understanding of marketing and publicity		*
Experience of delivering accredited projects		*
Experience delivering accredited or structured sports programmes (e.g. leadership awards, coaching badges)	*	
First Aid and Child Safeguarding qualification		*

Knowledge of health, fitness and wellbeing principles		*
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EQUAL OPPORTUNITIES

QCCA is committed to ensuring equality of opportunity and fair treatment regardless of age, disability, race, sex, religion or cultural beliefs, gender reassignment, marital status and civil partnership, sexual orientation or pregnancy and maternity.

For this role, only female identifying candidates will be considered due to the role's Genuine Occupational Requirement, as stated in the Equalities Act 2010.

HEALTH AND SAFETY

All staff have a responsibility to ensure the health and safety of all persons accessing QCCA services and/or facilities. QCCA practices safe systems of work in accordance with its Health and Safety Policy.

TO APPLY

Please send your CV and a no more than 1-page motivation letter to QCCA's Youth and Family Services Manager at: naomi@qcca.org.uk.

CONTACT

For all questions related to the position, or to request needs-based modifications to the application process, please contact QCCA's Youth Services Manager Naomi at: naomi@qcca.org.uk, or call 020 7267 6635.

