



JOB DESCRIPTION FOR Weight Management Instructor

Responsible to: Weight Management Services Manager
Base: Sessions running across Wiltshire, particularly Salisbury, Chippenham, Trowbridge and Devizes
Rate: £30 per session
Project: Shape Up 4 Life

JOB SUMMARY

Shape Up 4 Life is a 12-week weight management programme for individuals aged over 14, with a BMI of >28 who want to lose weight and keep it off long term. There are two group-based programmes in which we require instructors to deliver:

- **ShapeUp4Life** is a 45-minute nutrition and lifestyle workshop (SU4L manual), followed by 45 minutes of exercise (instructor planned)
- **ShapeUp4Life Open** is a 60-minute nutrition and lifestyle workshop (SU4L manual) with 1:1 time before/ after (2-hour total staff commitment)

The Shape Up 4 Life Instructor is responsible for the delivery of these sessions, ensuring that the content is delivered in line with the Shape Up 4 Life instructor manual and protocol. The instructor is also responsible for maintaining client retention rates and supporting client to achieve a weight loss equal to or greater than 5%.

Instructors delivering ShapeUp4Life with exercise will be required to hold an exercise qualification and plan and deliver exercise sessions.

Post holders will be self-employed and responsible for their own travel to and from sessions. The role is paid at the rate of £30/ session. Sessions run in a variety of locations across Wiltshire both daytime and evening.

MAIN DUTIES AND RESPONSIBILITIES

- Delivery of the Shape Up 4 Life programme via the instructor manual to groups within local community settings.
- Using your relevant training and experience to enhance the sessions and empower clients to make positive and sustainable behaviour changes.
- Effectively managing weekly groups by providing support to participants to improve their behaviour and take responsibility for losing weight through the use of motivational interviewing, negotiating and empathic skills.
- Making sessions interactive and leading group discussion around various topics within the Shape Up 4 Life manual such as portion sizes and food labelling



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- Taking anthropometric measures such as height, weight, waist circumference and blood pressure from clients.
- Completing appropriate paperwork such as dietary analysis questionnaire, physical activity questionnaire and evaluation forms.
- Participating in any necessary training programmes and take responsibility for own development, learning and performance.
- To represent S4H in a professional manner, acting as an advocate for the organisation at all times.
- To be flexible with regard to working hours including scheduled weekend and evening work.
- Additional duties as required.

ELIGIBILITY TO WORK IN THE UK

All applicants must be eligible to work in the UK. We only accept applications from candidates who are legally entitled to work in the UK.

EQUAL OPPORTUNITIES

Solutions 4 Health is committed to the development of positive policies to promote equal opportunity in employment. All employees have a responsibility to ensure that they understand, comply with and promote the Equal Opportunities Policy, avoiding behaviours which discriminate against colleagues, potential employees, clients or patients on the grounds of sex, marital status, race, age, sexuality, colour, nationality, ethnic or national origin, religion or disability.

DISCLOSURE AND BARRING SERVICE CHECK

All Solutions 4 Health employees either in direct contact with patients and/or with access to patient data are required to pass a Disclosure and Barring Service (DBS) check.

It is a requirement of this post that you undertake an enhanced DBS check, and you will be asked to complete and sign a Disclosure Form giving permission for the screening to take place. If you refuse to sign the form your appointment will not be progressed further.

SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN AND VULNERABLE ADULTS

Solutions 4 Health is committed to safeguarding and promoting the welfare of children and vulnerable adults. This is defined as protecting children and vulnerable adults from maltreatment, preventing impairment of their health or development and ensuring that their domestic and social circumstances are consistent with the provision of safe and effective care.

NO SMOKING POLICY

Solutions 4 Health has a No Smoking Policy, which does not allow smoking by staff or visitors on any of our premises.

OCCUPATIONAL HEALTH CLEARANCE AND IMMUNISATION

The post may be subject to Occupational Health clearance, and immunisation against certain diseases may be required. These will be discussed with you during the recruitment process where applicable.



Person Specification for
Weight Management Instructor

Essential

Education and Qualifications

For ShapeUp4life:

- Level 2 Gym instructor or Exercise to Music
- Level 3 Personal Training or Level 3 Diploma in Exercise Referral

For ShapeUp4Life Open:

- Qualification in nutrition

Knowledge and Skills

- Good knowledge of nutrition and healthy eating principles
- Excellent group leadership and communication skills
- Awareness of data protection and safeguarding protocols
- Knowledge of behaviour change

Experience

- Experience of working with groups in physical activity/ nutrition setting
- Experience of working with overweight clients
- Experience retaining clients within a programme or service

Desirable

Education and Qualifications

- Professional Qualification in Nutrition/ Physical Activity

Knowledge and Skills

- Knowledge of Public Health services
- Strong time management skills

Experience

- Leading weight management programmes and supporting clients to achieve a weight loss target
- Applying principles of motivational interviewing
- Running a range of physical activity sessions (for ShapeUp4Life)
- Experience of taking anthropometric measures on overweight clients

Other

- Second Language