



Job Description: Executive Acrobatics Coach

- Job Title:** Executive Acrobatics Coach
- Location:** Based at either our Woking facility or our Camberley facility (or both – please indicate preference at time of application).
- Reporting to:** Gym Managers
- Hours:** Full time, part time or casual hours available. (Please indicate availability at time of application). Hours include evenings, weekends and bank holidays – to be determined and agreed between you and Prime Acrobatics.

Overall Aims of the Role:

- To assist the Gym Managers in the day-to-day delivery of our acrobatic programmes, helping to ensure high standards are consistently maintained.
- To coach, directly manage and oversee the running of classes where required.
- To have an integral input into class scheduling and planning.
- To act as a Duty Manager and support the daily management of the facility where required.
- To help create a happy and positive environment for our class participants.

Main Duties and Responsibilities:

Acrobatics For All Programmes

- To have a strong presence and influence throughout the whole company.
- To direct, nurture and guide assistant coaches.
- To work with the Gym Managers to ensure all assistant coaches are performing to the company's standards.
- To help ensure the health, safety, and welfare of members and coaches.
- To ensure classes follow the designed session plans.
- To support the delivery and efficiency of our rewards scheme.
- To create a fun and productive training environment for all.
- To support the movement of children through our classes and help classes

work to full capacity.

- To assist the company in building communication among its members
- To assist with any administrative tasks required.
- To forward important class or participant information to management where necessary.
- To help answer questions or queries from parents surrounding their child's class or personal development.

Other:

- To help ensure our environment is welcoming, friendly and supportive to all.
- To keep the Gym Managers informed of the coaching conduct of the staff.
- To provide feedback to the Coach Education Manager on staff development and training needs.
- To support the delivery of our additional group programmes where required.
- To help increase participation by being part of developing and implementing new initiatives.
- To support the company by using your initiative; keeping ancillary areas clean, tend to members where required and support the office where necessary.
- To actively promote the company where possible.
- To support with administrative tasks where necessary.
- To maintain a good professional appearance and act as a role model to other staff.
- To directly support any other internal events where necessary.

Skills Required

- Excellent organisational skills.
- Excellent communication and customer service skills.
- Strong leadership skills.
- A good eye for attention to detail.
- A flexible and adaptable approach to work.
- Proactive with the ability to use your own initiative.

Remuneration Package

- Salary depending on level of experience.
- Minimum of 5.6 weeks of annual leave (based on 4 weeks plus 8 English public holidays). Some holidays dates may be forced in line with club closures.
- Contributory Pension Scheme if eligible.

Essential Criteria:

- Minimum Level 2 UKCC/ British Gymnastics coaching award.
- Current safeguarding training as deemed acceptable by British Gymnastics.
- Current DBS certificate.
- Current suitable first aid training.
- Experience in mentoring other coaches.

Desirable Criteria:

- Level 3 UKCC/ British Gymnastics coaching award.
- Experience in circus, entertainment and other acrobatic disciplines.
- Experience in customer service.
- Experience in leading others.