



# Reconditioning Programme Instructor



**Thank you for your interest in working with Get Berkshire Active**

We are 1 of 43 Active Partnerships operating across England as part of a national network. Our purpose is to fight inactivity and tackle inequality. We do this by collaborating with local partners across multiple sectors and national organisations including Sport England, with whom we have all agreed a 5-year funding package as a system partner.

We work tirelessly alongside partners and local communities to break down barriers to physical activity, and importantly create positive experiences through high quality safeguarding practice.

**Get Berkshire Active welcomes applications from all sections of the community and actively encourages diversity within our teams to maximise achievements, creativity and good practice. We know that people from certain backgrounds can be hugely under-represented in our sectors, and we want to change this. We are therefore genuinely keen, and particularly interested to receive applications from people from diverse ethnic communities, from disabled people, neurodivergent people, people who identify as LGBTQIA+ and people with experience of facing barriers to physical activity.**

**We want all candidates to have an equal chance to shine in this process – please let Kirsty Heath ([kirsty.heath@getberkshireactive.org](mailto:kirsty.heath@getberkshireactive.org)) know if there is anything we can do to make sure the application process works for you.**

## Job Description

<b>Reports to:</b>	Active Ageing Officer
<b>Place of work:</b>	In the community, in Reading
<b>Salary:</b>	£30/hour
<b>Contract:</b>	5-7 hours a week until December 2024
<b>Benefits:</b>	Learning, development and training opportunities Flexible hours
<b>To apply:</b>	Please apply by submitting an up-to-date CV and a short (max one page) supporting statement outlining your skills, experience and suitability to <a href="mailto:kirsty.heath@getberkshireactive.org">kirsty.heath@getberkshireactive.org</a>
<b>Closing date and interviews:</b>	Closing date – Midnight, Jan 31 <sup>st</sup> 2024  Interview – Mid Feb 2024

### **Introduction**

Get Berkshire Active are seeking an individual with a passion for supporting older adults to become more mobile and to live a fulfilling, independent life.

As a Reconditioning Programme Instructor, you will be required to deliver one-to-one in-home physical and wellbeing sessions that are tailored to the needs and desires of our clients. The programme is designed to promote independent living by improving confidence, mobility, strength, and balance.

Our Reconditioning Programme is funded by the Reading Integration Board and all referrals are Reading residents. Therefore, the successful candidate will be required to travel locally, around Reading.

If you have a focus on assisting older adults to achieve their goals through the power of movement, a desire for accuracy, quality and equality, a drive for achievement and are self-confident with a positive approach to behaviour change, then this could be the perfect opportunity for you.

### **Purpose of the role:**

- To support the GBA Active Ageing Officer with the delivery of our Reconditioning Programme. The Reconditioning Programme supports older people living with various LTHC and reduced mobility, in Reading.
- The role holder will be provided with a caseload of referred clients to support through this programme. Each client receives an average of four one-to-one visits within their home.
- The Reconditioning Programme sits within our Ageing Well portfolio and currently only takes place in Reading, funded by the Reading Integration Board and therefore

the delivery of the programme is required to meet the terms and conditions set out in the contract.

### **Key Tasks and Responsibilities:**

- Establish and maintain good relationships with clients, motivating and encouraging participants on the Reconditioning Programme to adhere to a regular physical activity programme.
- Conduct pre and post Programme assessments of participants and devise appropriate activity plans for each individual.
- Utilise motivational interviewing skills (training will be provided where this hasn't already been undertaken) to deliver a client-centred, progressive physical activity programme.
- Signpost clients onto other activities which promote continuous physical activity and independent living during and beyond the Reconditioning Programme.
- Write an end of session client report and record client performance results.
- Work in partnership with various organisations, who support the Reconditioning Programme such as Age UK Berkshire and Reading Social Prescribers
- Ensure that appropriate standards of conduct are always complied with.
- Assist in the communication and promotion of the Reconditioning Programme.
- Assist in the development of the Reconditioning Programme.
- Be aware of your role in managing emergencies, accident reporting and report safeguarding concerns, as necessary.
- Deal with complaints in a sensitive manner, promptly and politely.
- Take personal responsibility for all hygiene, health and safety policy and procedure relevant to position.
- Ensure the appropriate collection of data to meet the Measurement, Evaluation and Learning objectives of the role are met.
- Share best practice and work with other officers.

## Person Specification

	Essential	Desirable
<b>Qualifications</b>		
Level 3 GP Exercise Referral	X	
Level 3 Older Adults Qualification	X	
Emergency First Aid	X	
Adult Safeguarding		X
Level 4 Cardiac Rehab		X
Level 4 Fall Prevention/ FaME/ PSI		X
Level 4 Cancer Rehab		X
Motivational Interviewing		X
<b>Relevant knowledge and skills</b>		
Experience of delivering face to face physical activity sessions/programmes	X	
Experience of working with older/frail older people and/or people living with long term health conditions and/or disabilities	X	
Knowledge of the ageing process and the role physical activity can play in delaying and managing it.		X
Experience of collecting and collating demographic data and assessing fitness levels		X
Experience of having faced barriers to participating in physical activity, or where being active has played a significant role in your life.		X

<b>Aptitude, skills and abilities</b>		
Excellent time management skills with an ability to complete specific tasks within the required timeframe.	X	
Strong organisational skills, with the ability to manage a small caseload of individuals with varying needs and goals.	X	
Excellent people skills and ability to build strong relationships with key partners	X	
<b>Personal attributes</b>		
Integrity, transparency and authenticity	X	
Focus and confidence: able to organise and prioritise	X	
Passionate about the role physical activity can play in changing lives.	X	
Able to work as part of a team	X	

The job description is a guide to the work you may be required to undertake but does not form part of your contract of employment and may change from time to time to reflect changing circumstances.

Get Berkshire Active is committed to safeguarding and promoting the welfare of all children, young people and adults at risk of harm with whom we work, and we expect all our team to share this commitment. This post is subject to a basic disclosure check.