

Job Description

Job Title	Health and Wellbeing Instructor
Directorate	Neighbourhoods and Housing
Service Area	Sports & Recreation
Grade	5
Competency Level	1
Salary	£31,022 - £35,412
Job Type	Office Based
Location	Citywide
Disclosure and barring service (DBS)	Enhanced DBS – Adult Workforce and Neither Barred List
Job Evaluation Ref No	A10036

Job Purpose

Health and Wellbeing Instructors will support the Health and Activity Contracts Manager and Health and Wellbeing Lead with the delivery of programmes across Lifestyles Centres and / or other community settings.

The role focuses on improving health outcomes of Liverpool residents through delivering inclusive, safe, and effective health and wellbeing programmes, including but not limited to, GP Exercise Referral, Falls Prevention, Health Checks as well as external signposting.

Directly Responsible For:

Not applicable

Directly Responsible To:

Health and Wellbeing Lead

Main Areas of Responsibility:

Programme Delivery

- Develop and deliver tailored one-to-one and group health and wellbeing sessions, including patients referred via 12-week GP Exercise Referral and 26-week Falls Prevention schemes
- Design and implement personalised exercise programmes for individuals with a range of health conditions
- Lead evidence-based falls prevention classes and interventions for older adults and at-risk populations
- Promote healthy lifestyle choices and behaviour change through motivational support

Support and Assessment

- Support individuals in building confidence, independence, and social inclusion through physical activity, including challenging and sensitive referrals that may be emotionally demanding
- Conduct health and fitness assessments, including risk stratification and goal setting
- Maintain accurate records of client progress and outcomes
- Ensure referrals are managed in line with eligibility criteria and safeguarding protocols



Team Coordination and Partnerships

- Provide regular work instructions to the Health and Wellbeing Support Officers, such as follow-up and check-ins tasks
- Ensure a safe, clean, and welcoming environment in all activity spaces
- Work collaboratively with healthcare professionals, community partners, and multidisciplinary teams
- Perform administrative duties, including managing referrals using a social prescribing system
- Support the evaluation of service effectiveness by collecting outcome and impact data using designated systems

Supervision and Management Responsibility:

- No supervisory or line manager responsibility

Budget and Financial Responsibility:

- Being fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact

Social Value Responsibility:

- Drive for social value through all activities, ensuring wider social, economic and environmental benefits for the council, residents and communities

Physical Demands of the Job:

- This post is a combination of office work and field work. It will involve sitting, standing, and delivering physical activity programmes

- There may also be a requirement to work across various settings, including Lifestyles Centres and other community-based environments

Corporate Responsibility:

- Contribute to the delivery of the Council Plan
- Delivering and promoting excellent customer service, externally and internally
- Commitment to customer excellence by dealing with customer feedback, including complaints, and learning from feedback in the drive for continuous improvement
- Making the council a great place to work, living the council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- To ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan

Competency Framework:

We operate a competency framework, a set of core behaviours which define how we are expected to approach our work, how we perform in certain situations and how we treat each other. Each competency details the standards of behaviours and skills required by all staff and this in turn supports delivery of our aim and our council plans linking them together with our values.

The post holder will be required to demonstrate the ability to perform at competency level 1.

[The competency framework can be found here.](#)

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation.

Person Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

Qualification and training

Essential

- Level 2 or 3 Fitness Instructor qualification (REPs / CIMSPA accredited) (A)
- Level 3 Exercise Referral qualification (A)
- Falls Prevention qualification (e.g., Otago) or willingness to achieve within 6 months (A)

Desirable

- Group exercise qualifications (e.g., Yoga, Pilates, Spinning)
- RSPH Level 2 Award in Understanding the Delivery of an NHS Health Check
- First Aid qualification
- Mental Health First Aid qualification

Experience

Essential

- Design and deliver tailored exercise interventions in community or clinical settings for at-risk populations (A/I)
- Working with individuals with long-term health conditions, older adults or vulnerable populations (A/I)

Desirable

- Leading group-based physical activity sessions
- Working in multi-agency or multidisciplinary teams

Skills/Abilities

Essential

- Strong communication and motivational skills (A/I)
- Ability to adapt sessions to individual needs and abilities (A/I)

Desirable

- Understanding of exercise prescription for clinical populations
- Familiarity with health promotion and behaviour change models
- Knowledge of falls risk factors and prevention strategies
- Basic IT skills for data entry and communication
- Ability to record and interpret basic health data
- Understanding of Public Health priorities and health inequalities

Commitment

Essential

- To improving community health (A/I)
- To maintain continuously high standards of customer care (A/I)

Desirable

- To promote and develop the City Council's commitment to equal opportunities



- To continuous improvement and ongoing personal and staff development
- An understanding of and a personal commitment to the Vision and Values of Liverpool City Council

Other

Essential

- This post is subject to a Disclosure and Barring Service (DBS) check at the appropriate level

Desirable

- Requirement to work outside standard hours; including, as required, during evenings and at weekends
- Ability to commute to various centres and / or community settings on an ad-hoc basis

