

Job Description

Job Title: Sessional Walker Lead Trainer
Department: Sports
Responsible to Sports team Manager

Job Purpose

activeNewham require a qualified tutor to work sessional hours as part of our new walking projects. You will be required to deliver walking for Health walk leader training to volunteers, you will be required to deliver shadow walks with volunteers and deal with all administration that comes with this process. The applicant must have completed the Walking for health walk leader training and be a registered Walking for health cascade trainer, in order to maintain the highest levels of quality assurance in the teaching and learning for the volunteers. The role requires experience of teaching in both virtual (online) and physical environments, they must have knowledge of Newham's parks and open spaces.

Key Duties / Responsibilities

- delivering training or facilitating groups, ideally in a community setting & Via online platform.
- deliver a minimum of 2 walking for health walk leader courses per year (where there's demand).
- Provide support to all walk leader volunteers.
- Lead shadow walks for all volunteers who attend training.
- Provide administration support appropriate to the delivery of the course and qualifications.
- To understand and ensure compliance with all Health & Safety at Work procedures, personally.
- To ensuring health and safety standards are always maintained.
- To help maintain the highest standards of customer care.
- Delivering excellent customer service.

General Duties / Responsibilities

- To be aware of and adhere to all financial, legal, HR and administrative policies and procedures including all NOPs/EAPs and the HR Handbook.
- To take reasonable care of your own health and safety and co-operate with management so far as necessary to enable compliance with the Company's health and safety rules and legislative requirements.
- To adhere to any professional and Company Codes of Conduct, as appropriate.
- To carry out the duties of the post with full regard to the Company's Equal Opportunities and Racial Equality Policies in the terms of the employment and service delivery.

Person Specification

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Minimum Essential Requirements - Evidenced by: **a:** application form **b:** test **c:** interview

	a	b	c
Walking for health walk leader trained	√		
Walking for health Cascade trainer registered	√		
Experience of Tutoring the walking for health training	√		
Experience of managing live activity sessions	√		
Experience of assessing & evaluating Walk leader candidates	√		
Experience of the local area and routes around local parks and open spaces.	√		