

Health Club Manager

JOB SUMMARY

£ - Competitive (based on experience)

Hours – 40 Hours a week (full time role) reporting directly to the Managing Director

Benefits - Health club and golf membership, on-site car parking, 20% discount on food and drink in the Bar and Restaurant.

An exciting opportunity has arisen for a forward thinking, energetic and aspirational individual to lead and develop the Health Club here at The Point at Polzeath, on the beautiful North Cornwall Coast. The ideal candidate will be a driven team leader with a keen interest in personal and professional development.

The Health Club Manager has responsibility for a fully equipped gym and spinning studio, fitness studio, 18m swimming pool, steam room, sauna, jacuzzi, respective plant rooms and two outdoor tennis courts. As the Health Club Manager, you will be the first port of call for all Health Club issues for staff, guests and members. This may require you to attend site on short notice to assist with any emergencies where required.

You will be responsible for the team of Personal Trainers that staff the Health Club. Staff management duties include: Writing staff rotas, conducting payroll, ensuring all staff are performing to the best of their abilities, enforcing disciplinary procedures where necessary, resolving conflict between staff members and/or guests, organising staff leave and the health and safety of your team.

Keeping the pool water quality at exceptional standards is paramount to the role and you will be expected to have experience in operating pool plants.

Administration duties include: Various membership administration such as monthly Direct Debit runs; stock taking and ordering for cleaning supplies for the whole site, stock taking and ordering snacks and drinks for the Health Club and Golf Shop; ordering pool chemicals and developing/adhering to COSHH guidelines; scheduling the weekly fitness classes; scheduling regular maintenance and servicing of the gym and pool equipment; keeping track of finances and creating business plans for the upcoming year with the Managing Directors. Communication skills are essential for this role, you will be expected to liaise with other departments to provide guests with a seamless experience.

Essential Skills

- Experience in providing outstanding customer service
- Experience in pool plant operating
- Level 2 gym instructor
- Excellent communication skills
- Proficient in Microsoft office applications such as word and excel
- A proven motivator with the desire to lead by example
- Able to find creative solutions to problems and have great critical thinking skills
- Be able to work well under pressure
- Competent at writing staff rota's

Desired Skills

- Level 2 or above NVQ in pool plant operating
- Level 3 Personal Trainer
- Level 3 NVQ in leisure management or equivalent
- Experience of managing and motivating a team
- Experience in writing and dealing with Health and Safety procedures