



Job Description

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St. Helens Council

Post: Sports Activator

Post Number: PPH141

Department: Place Services

Grade: SCP 11-13

Responsible to: Sports Development Officer

Purpose of the Post: Fixed term appointment for 12 months (with possible extension dependent on funding).

To lead a variety of sports activities in line with the St. Helens Fit Forever programme. Engagement with the target group to achieve weight reduction, increase levels of physical activity and improvement in mental health.

'Activators' will work across targeted wards, delivering up to 2 sessions per day, 5 days a week.

Duties and Responsibilities:

1. To contribute to the development and effective delivery of sport and fitness activities.
2. To provide ongoing support to people accessing activities.
3. To undertake a key worker role with a number of individuals, ensuring their personal needs are met as far as possible.
4. To help service users access a range of activities and promote the range of opportunities available.
5. To contribute to the development of activity plans, risk assessments and reviews.
6. To offer individuals such assistance as they require, to access day opportunities which promote physical activity, mental wellbeing and social inclusion.
7. With assistance from other team members, produce written reports and evaluations, monitor attendance and review activity programmes.
8. Attend meetings with partners to evaluate the programme.



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9. To meet and liaise with voluntary sports clubs and act as the link to the community.
10. To record accidents in line with Council procedures
11. To contribute to health and welfare of individuals.
12. To carry out other duties as required. These will include working in dispersed community settings which offer social and leisure activities.

To comply with the Council's Health and Safety Policy and associated safe working procedures and guidelines.

To comply with the Council's Comprehensive Equality Policy and to ensure that it is implemented within the service area of the post.

To comply with the Council's Data Protection Policy and Code of Practice within the service area of the post.

This post is subject to Disclosure.

This post is not Politically Restricted in accordance with the Local Government and Housing Act 1989 (as amended).

The details contained within this job description reflect the content of the job at the date it was prepared. However, it is inevitable that over time, the nature of the job may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the Council will expect to revise this job description from time to time and will consult the post holder/s at the appropriate time.

Date Prepared: 9 March 2017