

POSITION DESCRIPTION

POSITION	Exercise and Rehabilitation Instructor – Allied Health
DATE	June 2022
PURPOSE OF POSITION	<ul style="list-style-type: none"> • Supporting Allied Health and Fitness Teams in service delivery for clients • Delivery of group exercise classes across QE Health services as part of our multidisciplinary team • Contribution to all aspects of the gym from client care to facility maintenance
RESPONSIBLE TO	Rehabilitation Fitness Centre Coordinator
FUNCTIONAL RELATIONSHIPS	<ul style="list-style-type: none"> • Client’s and families, • QE Allied Health Team
HOURS OF WORK	As Per IEA

QE Health is located on the lakefront at the northern end of the Rotorua central business district. It is close to many amenities including hotels and motels. QE Health is a private company delivering a range of holistic services including rehabilitation, musculoskeletal conditions/rheumatology, orthotics, medi-spa and fitness programmes to local, national, and international clients/clients. These services are funded through both privately paying clients and government contracts (primarily District Health Boards and ACC). The business has been in operation since 1942 and has a proud history in Rotorua based on the healing properties of thermal waters fed by geothermal springs. During the 1940s it was the centre of rehabilitation and treatment for returning servicemen from WWII and since that time has developed into a nationally renowned specialty centre including involvement in rheumatology and rehabilitation research. QE Health has a team of skilled practitioners and dedicated staff who are passionate about the work they do.

Vision: Enhancing Mind, Body, and Spirit

Mission: We maximise quality of life through an holistic focus on wellbeing and a person-centred approach using medi-spa and rehabilitation therapies.

Values:

Professionalism and Integrity – we will provide the highest quality of care whilst delivering our service in accordance with legislative, contractual, and ethical requirements

Respect and trust – we will treat our clients and each other with dignity and respect, creating an environment of trust, and recognise and respond to the cultural diversity of others

Teamwork – we will work together helping each other to achieve outstanding results

Open communication – we will communicate constructively with openness and honesty

Strategic Goals: The Board and Community Trust have set out the following strategic goals for the organisation:

Enable people to live productive lives – provide quality and good value services to those who will benefit;

Build trust and confidence in QE Health – as a service provider and as a business;

Be the provider of choice – for Medi-spa, rehabilitation and musculoskeletal programmes;

Work with stakeholders to build value – identify key local and national relationships appropriate to QE Health goals and services, and purposefully develop these to mutual benefit;

Maintain good clinical and business practice – so as to be a solid and sustainable business.

Key Tasks	Expected Results
Scope of Practice	<ul style="list-style-type: none"> • Facilitation of Allied Health group-based exercise class. This will include but is not limited to - Strength and Balance classes, Hydrotherapy group class, Group Exercise Rehabilitation classes • Facilitation of individualised rehabilitation treatment plans with clients as part of the Allied Health Multidisciplinary Team. • Utilise knowledge and judgement to assess health needs and provide care and to advise and support people to manage their health • Practice independently and in collaboration with other allied health professionals. • Facilitating an environment which fosters optimal client outcomes. • Maintain high quality service. • Carry out tasks within the gym environment as required - this may include but is not limited to gym inductions, gym 1-1's. • Delivery of fitness based education session and gym supervision under the Inpatient Programme.
Professional Responsibility	<ul style="list-style-type: none"> • Accepts responsibility for ensuring that his/her practice and conduct meet the standards of the professional, ethical, and relevant legislated requirements. • Demonstrates accountability for directing, monitoring, and evaluating care that is provided by fitness instructors and personal trainers. • Promotes an environment that enables client safety, independence, quality of life, and health. • Practices in a manner that the client determines as being culturally safe.
Management of Rehabilitation and Fitness Care	<ul style="list-style-type: none"> • Works alongside the Allied Health team to provide support to clients working to achieve their rehabilitation plan as directed. • Undertakes a comprehensive and accurate assessment of clients in a variety of settings. • Ensures documentation is accurate and maintains confidentiality of information. • Ensures the client has adequate explanation of the effects consequences and alternatives of proposed treatment options. • Acts appropriately to protect oneself and others when faced with unexpected client responses, confrontation, personal threat or other crisis situations. • Evaluates client's progress towards expected outcomes in partnerships with clients. • Provides health education appropriate to the needs of the client. • Maintains professional development. • Complete administrative based tasks around client contract • Promotes an environment that encourages learning and evidence-based practice. • Participates in professional activities to keep abreast of current trends and issues in fitness and nutrition rehabilitation.

Interpersonal Relationships	<ul style="list-style-type: none"> • Establishes and maintain interpersonal relationships with client. • Works in a negotiated partnership with client where and when possible. • Communicates effectively with clients and members of the health care team. • Establishes and maintains effective interpersonal relationships with others • Communicates effectively with members of health care team, including using a variety of effective communication techniques, employing appropriate language to context and providing adequate time for discussion.
Interpersonal Health Care and Quality Improvement	<ul style="list-style-type: none"> • Collaborates and participates with colleagues and members of the health care team to facilitate and coordinate care. • Recognises and values the roles and skills of all members of the health care team in the delivery of care. • Participates in quality improvement activities to monitor and improve standards of care.
Team Player	<ul style="list-style-type: none"> • Support and encourage other team members. • Identify and/or develop collaborative working relationships. • Contribute to the wider team by supporting projects and wider QE Health activities. • Actively contributes to the development and success of QE Health's performance.
Health and Safety	<ul style="list-style-type: none"> • Company health and safety policies are read and understood and relevant procedures applied to their own work activities. • Workplace hazards are identified and reported, including self management of hazards where appropriate. • Can identify health and safety representative for area. • To comply with current Health and Safety legislation.
General	<ul style="list-style-type: none"> • Other duties as may be reasonably assigned to this position and for which the position holder has received adequate training or instruction.

COMMUNICATION

- Responds appropriately to patients/staff questions, requests, and problems.
- Establishes and maintains a rapport and trust with patients/ staff.
- Communicates clearly and appropriately within own team and with other teams in QE Health.
- Uses skills to clarify and to confirm understanding of information received.

PROFESSIONAL DEVELOPMENT

- Seeks to learn, develop and improve own practice.
- Contributes to continuous quality improvement in QE Health-wide service delivery.
- Participate in regular Professional supervision.

LEGAL AND ETHICAL RESPONSIBILITIES

- Acknowledges own personal beliefs and values, and works in a way that respects the right of others to hold their own personal beliefs and values.
- Operates within the intent of the Treaty of Waitangi by demonstrating cultural awareness through partnership, protection, and participation.
- Complies with patients/staff confidentiality and privacy regulations.
- Challenges practices that could compromise patients/staff safety, dignity, or privacy.
- Recognises expectations and limitations of own practice, ie scope of practice.
- Takes responsibility for own actions and outcomes.

SAFE ENVIRONMENT RESPONSIBILITIES

- Complies with relevant legislation, codes of practice and organisational policies and procedures.
- Takes responsibility for personal health and safety, and of clients and staff.
- Demonstrates a working knowledge of QE Health procedures in emergency and disaster situations.
- Undertakes any other duties requested by the employer from time to time.

PERSON SPECIFICATION

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Personal Training • Exercise Instruction 	<ul style="list-style-type: none"> • At least Diploma level
Experience	<ul style="list-style-type: none"> • 2 years experience in exercise prescription. • Experience in rehabilitation care management. • Class Program Design • Small group personal training 	<ul style="list-style-type: none"> • Experience in rehabilitation setting. • Experience in chronic pain and chronic care management.
Skills	<ul style="list-style-type: none"> • Excellent communication skills. • Good time management. • Computer literate 	
Qualities	<ul style="list-style-type: none"> • Honest • Trustworthy • Friendly • Flexible • Team player 	