

Wellness Activator Job Description

Location: Multi-site – across campuses, residences, and external facilities

Job Type: Temporary

Pay Rate: £13.09

Start Date: September 2023

End Date: 29th June 2024

Hours: 2+ hrs a week

About Kings Sport and Wellness:

King's Sport & Wellness aims to connect communities and help people find their personal best. We deliver a range of opportunities for students and staff to take care of their wellbeing through sports, physical activity and wellness.

About BeActive and ResiSport&Wellness:

BeActive is a social and recreational activity programme available to all students and staff at King's College London. Across our staff and student timetables, we offer over 30+ activities every week to ensure that there is something out there for you.

ResiSport&Wellness offers all students living in King's residences the opportunity to stay active and look after their wellbeing whilst connecting with others. The programme delivers weekly sessions within residence common areas such as yoga and exercise classes, as well as volunteering, day trips and sport days.

Responsibilities:

Working alongside the Wellness Team at King's Sport and Wellness, you will:

- Lead/Support at least two sessions per week from the BeActive or ResiSport&Wellness programme.
- Be responsible for your designated weekly sessions for a full term, finding cover from other activators if you cannot attend a session.
- Assist the Physical Activity Coordinator, Wellness Coordinator and other Activators in the delivery of wider scale events such as offer holder days, Great King's Run, Take Time Out and Beach Clean Ups.
- Aim to recruit participants where possible and ensure a high level of engagement, satisfaction and retention.
- Attend meetings and training to further develop Activator skills and keep up to date with programme policies and expectations.

During your sessions:

- Welcome and register attendees at every session, engaging with everyone and encouraging participants to engage with each other.
- Be responsible for equipment necessary for the session – set-up, pack down, cleaning, stock level monitoring.
- Report all accidents, injuries and any facility/equipment issues to the Physical Activity Coordinator and Wellness Coordinator.
- Collate and provide feedback to the Physical Activity and Wellness Coordinator on behalf of attendees.
- Report on the sessions and document them through photographs, video and surveys on the appropriate platforms available. You will be required to post at least one social media post per week through the BeActive channel.
- Proactively market the programme in conjunction with the Digital Marketing Coordinator, particularly in Halls of Residence, with inactive students and the wider student body.

Skills and experience:

Experience in:

- Administrative / customer facing roles.
- Providing information / support to others through work or extra-curricular.
- Leading or supporting activities, sessions or social events.

Understanding and knowledge of:

- The importance of customer care and how it improves the experience.
- How social media platforms can be used to promote engagement programmes.
- Activities on offer under the BeActive programme and across the Kings Sport and Wellness department.
- Barriers associated to participation within physical activity and how to overcome these. Wellness provisions used to improve health and wellbeing.

Character:

- Excellent communication and interpersonal skills.
- Excellent administrative and organisational skills.
- Ability to manage work time effectively without close supervision.
- Happy to work as part of a team, yet know when to take leadership of a situation.

Qualifications:

- Must be a current student at King's College London.
- Desirable: students living in King's College London accommodation
- Desirable: students who are part of a KCLSU sport club
- Desirable: Level 1 or above coaching qualification
- Desirable: First Aid qualification

Health & Safety:

- Ensure you have read and implemented any Risk Assessments for sessions that you may lead.
- At times the work may be physically demanding and involve outside working.
- Work on and off campus.
- Activators will be required to work mornings, evenings, and weekend shifts.

Benefits:

- All Activators will have access to a BeActive membership.
- Yearly training and development programme to improve employability skills.
- Opportunity to gain industry recognised qualifications.
- Yearly events to celebrate successes and alumni speakers.
- Workshops and resources to enhance skills.