

Associate Pilates Instructor - Job Description

TITLE:	ASSOCIATE PILATES INSTRUCTOR
SALARY:	COMPETITIVE
LOCATION:	MANCHESTER CITY CENTRE
HOURS:	EVENING AND WEEKEND HOURS
ACCOUNTABLE TO:	PILATES TEAM LEADER

Physiolates deliver physiotherapist led Pilates that produce positive results to meet our clients individual needs and goals. We are based at two locations in Manchester City Centre; St John Street and Minshull Street.

JOB SUMMARY

- To work as an autonomous practitioner in providing successful Pilates classes with up to 10 clients in each session.
- Provide individual assessments to one-to-one clients on their muscle imbalance and devise a program that would be individual to them and their specific needs
- To provide effective private sessions for individuals; this could be on a two-to-one or three -to-one basis.
- To liaise with other health care professionals, carers and relatives. To provide education and training as required.
- To participate in developmental activities and also contribute to any in-service training.

Please note that this list is not exhaustive and you may be required to undertake additional duties of a similar responsibility level as and when required.

RESPONSIBILITIES

Organisational Responsibilities

- Organising Pilates class plans and keeping them varied with different use of equipment to accommodate the individual's progression.
- Overseeing own personal clinical caseload and Pilates classes.
- To demonstrate effective time management and organisational skills during management of own workload and to be able to adapt to an unpredictable work pattern on a daily basis. This includes making patient appointments, coordinating with clinics, and liaising with other professionals for joint assessments and treatments.
- To ensure timely communication of assessment findings, treatment, outcomes.
- To keep accurate and up-to-date patient records, reports and statistics at all times in line with departmental professional and legal standards.
- To be responsible for complying with all mandatory training requirements.

Professional Responsibilities

- To comply with the Chartered Society of Physiotherapy codes of professional conduct at all times.
- To be responsible for personal continuous professional development by the use of self education, reflective practise, active participation in the in-service training programme and attendance at postgraduate courses as agreed in your personal development plan and to maintain a CPD portfolio.
- Where appropriate, participate in the appraisal system as appraisee, and intermittently an appraiser and be responsible for fulfilling agreed objectives and personal development plan.

Development and Service Improvement Responsibilities

- To have an active role in the planning, development, coordination and delivery and evaluation of the Pilates service to patients.
- To advise clinical lead on issues of service delivery.
- To be responsible for the implementation of clinical policies and protocols.
- To make recommendations for, and lead service development and improvements.
- To be responsible for ensuring a high level of quality assurance over all clinical services.

Financial Responsibilities

- As appropriate assess and identify new equipment to a client's clinical need. This may be privately funded or through requests to other agencies.
- To be aware of the funding arrangements of all patients.
- If appropriate be aware of the limits / restrictions on funding from third parties.
- Where appropriate liaise with third parties.
- If needed, ensure you get the best price for any products/services purchased.
- For above point, ensure all receipts are kept (paper or email).

Team Member Responsibilities

- Ensure through regular communication with team that the required skills and knowledge to meet the needs required of the role are updated and developed maintaining quality of all staff.
- Work well with all team members.
- Assist with the development of other team members as required.
- Actively participate as a member of the team to ensure the team moves towards the completion of the goals.
- Actively contribute to the work of the clinical team, promote the standards of care expected and create energy and enthusiasm for the service.

Teaching, Training and Professional Development Responsibilities

- To participate in the teaching and training of staff and other professionals as agreed.
- To develop a Clinical Professional Development Portfolio and a Personal Development Plan, according to professional standards, that documents the progress of gaining knowledge in areas of clinical expertise required for improving standards for self and service.

- To be able to demonstrate own clinical skills to a range of personnel including clients, carers, professional colleagues and other agencies.
- Recognise own development needs and identify in conjunction with how these can be met.

This job description is not meant to be exhaustive and reflects only the current and anticipated responsibilities of the post. The successful applicant will be expected to work flexibly in order to meet the overall needs of the position.

If you have any questions regarding the job description please contact **ADD NUMBER**