



UNIVERSITY OF CAMBRIDGE

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**SPORT**

# Fitness Coach

University Sports Service

Closing date: 29 June 2025

Job Reference: DG46248

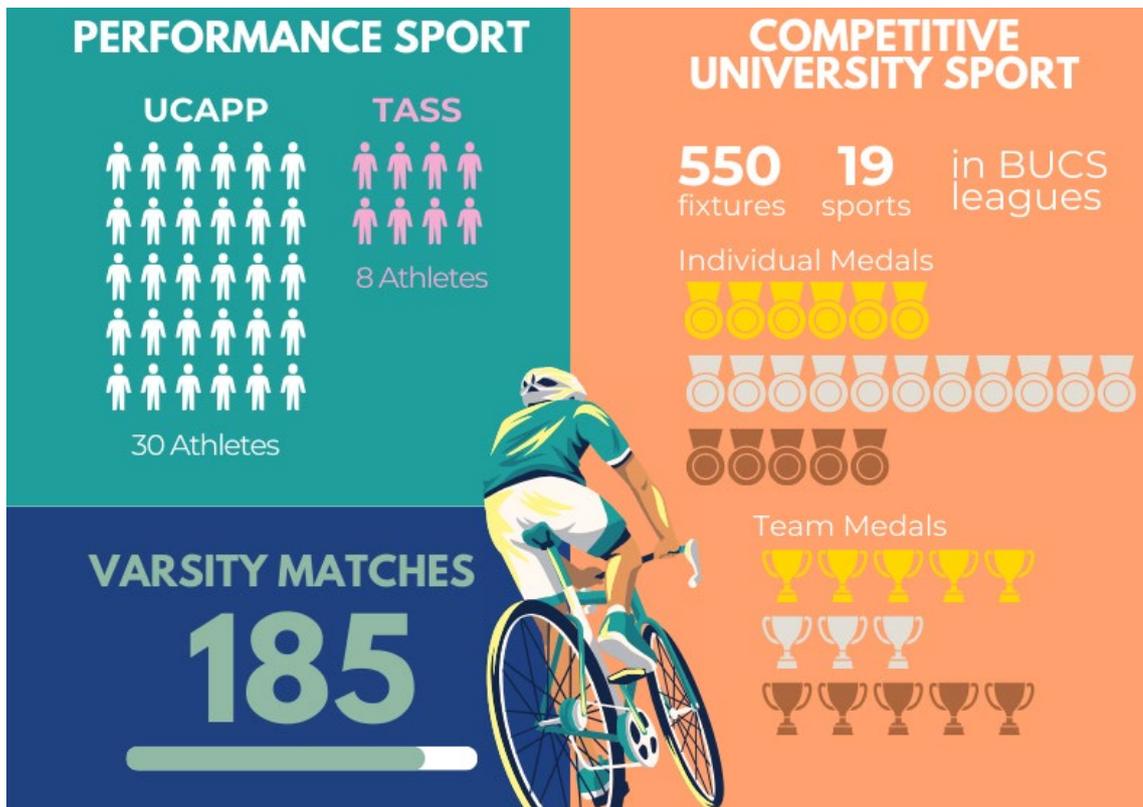


# Fitness Coach

An exciting opportunity has arisen for a fitness, strength and conditioning professional to join our team. This interesting and varied role is part of a team that provides fitness, strength and conditioning training programmes, workshops and advice to University, College and community sports teams, high performance athletes and sports facility members at the University of Cambridge Sports Service.

## University and Performance Sport

The Sports Service supports 77 University Sports Clubs that compete regularly in a range of local, regional and national competitions. It also administers two performance programmes (TASS & UCAPP) that help develop national/international level student athletes. The role holder plays a key role in the delivery of Strength and Conditioning programmes for those engaged in university level and performance sport.



University and Performance Sport date 2023-24

## Fitness and Wellbeing

The role holder plays a vital role in supporting our membership base (c3,000 members) through delivering inductions, personal programmes, personal training, group exercise classes, technique sessions gym challenges and referral sessions to internal and external customers/users.

# Fitness Coach

**Salary:**

£26,942 - £30,805  
per annum

**Contract:**

Permanent

**Location:**

West Cambridge

**Department:**

University Sports Service

**Responsible to:**

Fitness, Strength and  
Conditioning Supervisor

**Working Pattern:**

Full Time, 36.5 hours per week,  
Monday to Sunday variable.

We are looking to recruit a full-time Fitness Coach to support delivery of our growing wellbeing, fitness, strength and conditioning activities

**Purpose of the role**

The role holder is part of a team that provides fitness, strength and conditioning training programmes, workshops and advice to University, College and community sports teams, high performance athletes and sports facility members. They also undertake operational tasks related to the safe operation of the fitness facilities and Sports Centre.

**Key responsibilities**

The responsibilities for this role include: -

**Strength and Conditioning**

- Planning and delivering high quality strength and conditioning sessions to University sports clubs and talented individuals through the TASS (Talented Athlete Scholarship Scheme) and UCAPP (University of Cambridge Athlete Performance Programme) schemes.
- Delivering strength and conditioning sessions for community groups, e.g. local schools, sports clubs and individual athletes.
- Working effectively as a part of an aligned interdisciplinary team in conjunction with other service providers e.g. coaches, physiotherapists, sports nutritionists and sport psychologists.



## Key responsibilities continued

- Supporting the Fitness, Strength and Conditioning Manager, and the Fitness, Strength and Conditioning Supervisor with the training and mentoring of Sports Assistants.

### Fitness Facilities and Services

- Planning and delivering inductions, personal programmes, personal training, exercise classes, workshops, gym challenges and referral sessions to internal and external customers/users.
- Providing a positive and welcoming environment for all facility users and provide help, advice and assistance as needed.
- Leading offsite training sessions e.g. gym inductions, fitness testing, 'Active Staff/Students' activities, contributing to the Sports Service's aim of being a central hub of support in the College network and beyond.
- Overseeing the safe use by members of the facilities in accordance with the code of conduct.
- Maintaining a clean and welcoming environment in all fitness areas.

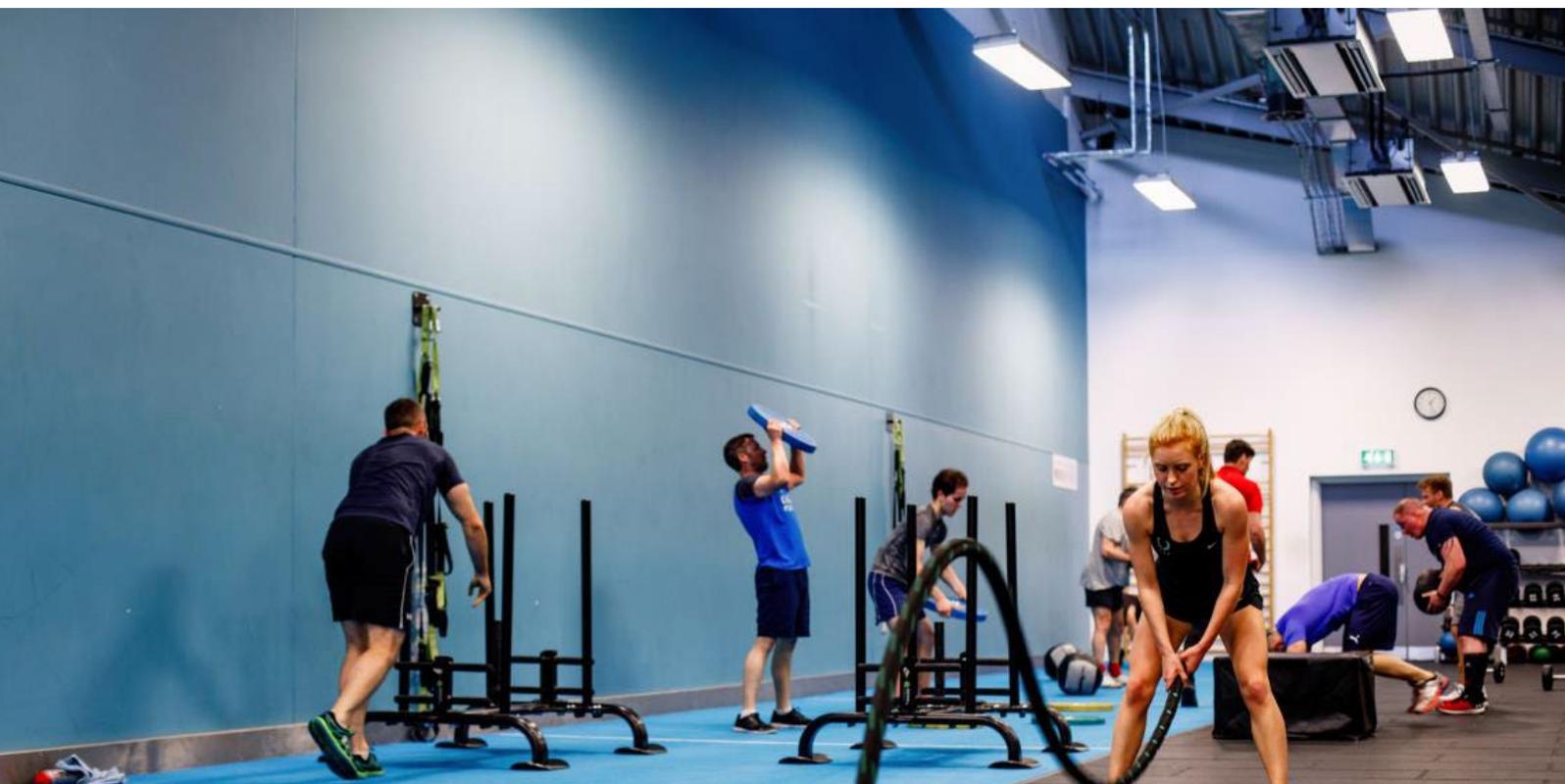
## Health, Safety and Security

- Conducting regular checks throughout the fitness, strength and conditioning spaces, ensuring that the facilities are clean, tidy and free of obstacles.
- Undertaking regular First Aid training and deal with any accidents or emergencies that may occur.
- Activating and assisting in the implementation of Emergency Procedures when needed.

## Sports Centre Support

- Providing assistance to other operational staff by helping during busy times and covering staff breaks and absences. The role holder may also occasionally be required to act up as the Centre Duty Supervisor.

The above is not an exhaustive list. Roles and responsibilities that are commensurate with the grade may be added at the discretion of the Director of Sport.



# Person Specification

Criteria	Essential	Desirable
<b>Experience</b>		
Experience of working with athletes.	✓	
Experience of delivering inductions, personal programmes, personal training and group training sessions.	✓	
Experience of giving athletes/customers a positive and excellent service, by providing accurate and up-to-date knowledge of services available and of current performance and fitness trends.	✓	
<b>Skills</b>		
Good administrative and clerical skills.	✓	
Good communication and coaching skills.	✓	
Good level of IT skills, proficient in the use of MS Office and email packages.	✓	
<b>Qualifications</b>		
GCSE English and Maths.	✓	
Level 2 Gym Instructors qualification.	✓	
Level 3 Gym Instructors qualification.		✓
Fitness industry qualifications in class instruction e.g. circuits.		✓
Degree or equivalent in a Sports Science or health/fitness related subject.		✓
UKSCA or equivalent qualification in Strength and Conditioning.		✓
Recognised First Aid qualification or the ability to achieve this.	✓	
<b>Additional Requirements</b>		
The flexibility to work early mornings, evening and weekends in response to business and user needs.	✓	
A satisfactory enhanced Disclosure and Barring (DBS) check.	✓	

# The Sports Service

*The opportunity to engage in sport and physical activity is such an important part of university life.*

*As the Strategy for Sport and Physical Activity makes clear, our focus is on participation at all levels, while also ensuring that those who achieve excellence have the best possible support. Our new strategy aims to enable and support the continued pursuit of physical activity and sport at Cambridge, for all, in the best possible facilities, and backed by the most dedicated of professional staff.*

*Bhaskar Vira, Chair of Sports Committee and Pro-Vice-Chancellor for Education*

[Strategy for Sport & Physical Activity 2023 - 2027 | Sport at Cambridge](#)

As the Strategy highlights, the University Sports Service is committed to developing sport and physical activity opportunities within the University (staff and students) and across Cambridgeshire.

Sport at Cambridge is supported by a fantastic range of sports facilities. Opened in 2013, the University Sports Centre has a fitness suite, sports hall, squash and fives courts, studios and team training room used by international performance athletes. Two Padel Tennis Courts opened in Summer 2024 with a further two courts planned to open in 2025.

The Sports Service also maintains dedicated athletics and hockey facilities at Wilberforce Road Sports Ground, while cricket and tennis have their home at Fenner's, one of the country's most historic and iconic sports venues. The Service works with a range of other club and college grounds across the city.

More information on the Sports Service can be found at: [www.sport.cam.ac.uk](http://www.sport.cam.ac.uk)

**OUR VALUES**



EMPATHY	PROACTIVITY	INTEGRITY	INCLUSIVITY	CONSISTENCY
<b>E</b>	<b>P</b>	<b>I</b>	<b>I</b>	<b>C</b>
WALKING IN SOMEONE ELSE'S SHOES	PLANNING AHEAD OF TIME	DOING THE RIGHT THING	CREATING AN ENVIRONMENT WHERE EVERYONE IS WELCOME	MAINTAINING GREAT SERVICE TRANSFORMING GOOD INTO EXCELLENT

# Terms of Appointment

## Tenure and probation

The appointment will be made on a permanent basis. Appointments will be subject to satisfactory completion of a six-month probationary period.

## Hours of Work and Working Pattern

Monday to Sunday variable shift pattern to suit operational and business needs.

## Pension

You will automatically be enrolled to become a member of CPS (Contributory Pension Scheme) – a defined benefit and defined contribution pension scheme. For further information please visit: [www.pensions.admin.cam.ac.uk/](http://www.pensions.admin.cam.ac.uk/).

## Annual leave

Full time employees are entitled to annual paid leave of 36 days inclusive of public holidays.

## Pre-employment checks

### Right to work in the UK

We have a legal responsibility to ensure that you have the right to work in the UK before you can start working for us. If you do not have the right to work in the UK already, any offer of employment we make to you will be conditional upon you gaining it.

**Health declaration** Once an offer of employment has been made the successful

candidate will be required to complete a work health declaration form.

## Qualifications

The person specification for this position lists qualifications that are essential and/or desirable. Please note that if you are offered the post, you will be asked to provide your relevant original certificates of these qualifications.

**References** - offers of appointment will be subject to the receipt of satisfactory references.

## Screening Checks:

This role requires a basic Disclosure and Barring Service (DBS) Check. Any offer of employment we make to you will be conditional upon the satisfactory completion of this check; whether an outcome is satisfactory will be determined by the University.

## Information if you have a disability

The University welcomes applications from individuals with disabilities. We are committed to ensuring fair treatment throughout the recruitment process. We will make adjustments to enable applicants to compete to the best of their ability wherever it is reasonable to do so and, if successful, to assist them during their employment. Information for disabled applicants is available at

<http://www.admin.cam.ac.uk/offices/hr/staff/disabled/>

We encourage you to declare any disability that you may have, and any reasonable adjustments that you may require, in the section provided for this purpose in the application form. This will enable us to accommodate your needs throughout the process as required. However, applicants and employees may declare a disability at any time.

If you prefer to discuss any special arrangements connected with a disability, please contact, the Department Administrator via [recruitment@sport.cam.ac.uk](mailto:recruitment@sport.cam.ac.uk) who is responsible for recruitment to this position.

# The University of Cambridge

**The University is one of the world's leading academic centres. It comprises 150 faculties and departments, together with a central administration and other institutions. Our institutions, museums and collections are a world-class resource for researchers, students and members of the public representing one of the country's highest concentrations of internationally important collections.**

The University has an annual income of £2 billion. Research income, won competitively from the UK Research Councils, the European Union (EU), major charities and industry, exceeds £500 million per annum and continues to grow.

The Colleges and the University remain committed to admitting the best students regardless of their background and to investing considerable resources both in widening access and financial support. The 31 Colleges are self-governing, separate legal entities which appoint their own staff. Many academic staff are invited to join a College as a Teaching Fellow, which provides a further social and intellectual dimension. The Colleges admit undergraduate students, provide student accommodation and pastoral support and deliver small group teaching for undergraduates.

The University awards degrees and its faculties and departments provide lectures and seminars for students and determine the syllabi for teaching.

Our instinct for seeking out excellence and setting up enduring and mutually beneficial collaborations has led us to establish strategic partnerships across the globe. Whether it is the successful Cambridge-Africa Programme involving universities in Ghana, Uganda and elsewhere on the African continent; or the close association with the government of India to pursue new research in crop science; or the creation, with Germany's Max Planck Institutes, of a Cambridge-based centre for the study of ethics, human economy and social change – international partnerships are now an inextricable part of the University's make-up.

“Through its outstanding education, research and innovation, the University of Cambridge has made – and continues to make – a lasting contribution to human knowledge and is flourishing. By working at the University of Cambridge, you will be joining a vibrant community of students, scholars and professional services staff committed to supporting and enhancing the University's mission to contribute to society.”

*Professor Deborah Prentice,  
Vice Chancellor 2023*



# Working at the University

**Working at Cambridge you will join a diverse, talented and innovative community, with more than 24,000 students and over 13,000 staff from all walks of life and corners of the world.**

The University continually explores strategies to attract and retain the best people. It is committed to supporting its staff to achieve their best. We are a fair, diverse and inclusive society and we believe our staff are our greatest asset. There is strong commitment to developing institutional leadership and supporting and encouraging staff development at all levels.

The University offers a variety of roles including academic, research, professional, managerial and support roles. We also offer extensive benefits and excellent learning opportunities within a stimulating working environment.

## Equality, Diversity and Inclusion

The University has built its excellence on the diversity of its staff and student community. We aim to be a leader in fostering equality and inclusion, and in promoting respect and a sense of belonging for all. We encourage applications from all sections of society. All appointments are made on the basis of merit. We have an Equal Opportunities Policy, along with a range of diversity groups, including the Women's Staff Network, Race Equality Network and LGBT+ Staff Network. More details are available here:

<http://www.equality.admin.cam.ac.uk/>

The University's estate is undergoing the most significant transformation in its history. Cambridge has been able to create a science and technology campus to the west of the city centre, and is expanding further to the north west of Cambridge including investing in affordable homes for University key workers and community facilities. Even with their continued development, the University remains within walking or cycling distance across the campus. The University is a major partner on the Cambridge Biomedical Campus and continues to redevelop its historic city centre sites demonstrating a clear determination to ensure that we can offer the best facilities and opportunities for our staff and students.



The University has a bronze Race Equality Charter award, with a framework for improving the representation, progression and success of minority ethnic staff and students within higher education. Furthermore, the University's silver Athena swan award recognises and celebrates good practice in recruiting, retaining and promoting gender equality.

# Living in Cambridge

Cambridge is rich in cultural diversity. From beautiful University and College buildings, museums and art galleries, quaint gardens and punts on the River Cam, to a vibrant restaurant and café scene, our employees are surrounded by the wonderful features of this unique city.

You can find a wide-range of high street shops and 3 shopping centres, with independent alternatives at the historic market and nestled within the passageways in the city centre. You will find a cinema, bowling alley, a nightclub and various live performances at the Cambridge Leisure Park, with further entertainment options at the Corn Exchange, Arts Theatre and the ADC Theatre. Further information can be found on the Visit Cambridge website.

If you prefer the faster pace of life, London is a 45-minute train journey away. For those travelling from overseas, Stansted Airport is just 45 minutes away and Heathrow Airport under 2 hours away. The University is a short distance from a host of other attractions such as Ely Cathedral, Newmarket Races and various wildlife parks and stately homes. Cambridge is also within easy reach of the beautiful Broads and coastlines of Norfolk and Suffolk.

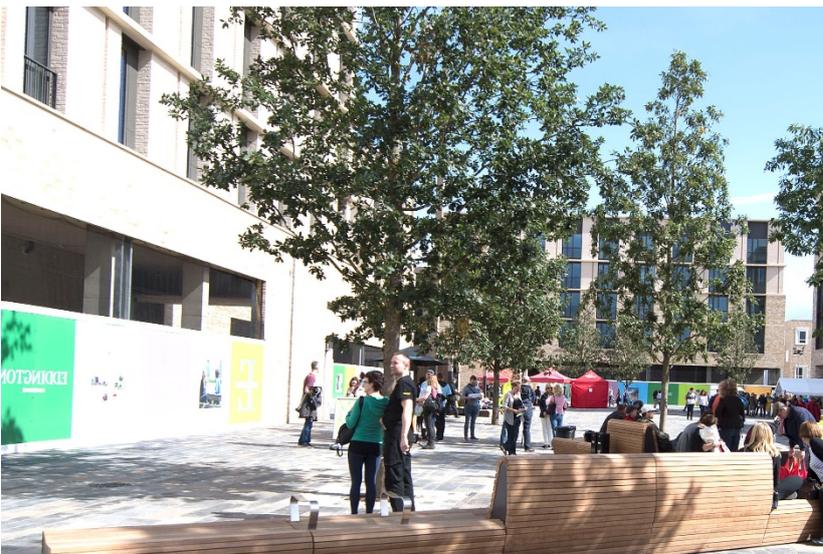
## Relocation Support

The University recognises the importance of helping individuals to move and settle into a new area. We provide support and guidance to those relocating internationally or domestically to take up a post at the University of Cambridge, liaising with other University offices and selected partners to ensure comprehensive relocation support is available. This includes: accommodation, childcare, schools, banking, immigration and transport. If you would like further information, please visit <https://www.accommodation.cam.ac.uk/RelocationService/>. The Shared Equity Scheme and the Reimbursement of Relocation Expenses Scheme provide financial assistance to qualifying new members of

## Accommodation Service

The University Accommodation Service helps staff, students and visiting scholars who are affiliated to the University in their search for suitable accommodation in Cambridge. The dedicated accommodation team can provide access to a wide range of University-owned furnished and unfurnished properties, and has a database of private sector accommodation available for short and long-term lets. For further information and to register with this free service please visit:

<https://www.accommodation.cam.ac.uk/>



# What Cambridge can offer

**We offer a comprehensive reward package to attract, motivate and retain high performing staff at all levels and in all areas of work.**

The University offers a wide range of competitive benefits, from family leave entitlement, to shopping and travel discount schemes. Our generous annual leave package contributes to the positive wellbeing of our University employees. Sabbatical leave enables academics to focus on research and scholarship, whilst still maintaining their full salary. The University also has a [career break scheme](#) for academic and academic-related staff, with additional flexible working policies for all other staff.

## Pay and benefits

The University salary structure includes automatic service-related pay progression in many of its grades and an annual cost of living increase. In addition to this, employees are rewarded for outstanding contribution through a number of regular pay progression schemes. The University offers attractive pensions schemes for employees, with an additional benefit of a salary exchange arrangement providing tax and national insurance savings.



## CAMbens employee benefits

The University offers employees a wide range of competitive benefits, known as CAMbens. CAMbens offers something for everyone across a range of categories, including:

- Financial Benefits, including shopping discounts (both local and national) and a Payroll Giving scheme;
- Relocation and Accommodation Benefits, including relocation assistance and interest-free Rental Deposit Loans;
- Travel Benefits, including Cycle to Work, discounts on train season tickets and interest-free Travel to Work loans;
- Family Friendly and Lifestyle Benefits, including support with childcare and family friendly policies;
- Health and Wellbeing Benefits, including a University Staff Counselling Service, discounts at the University Sports Centre, and other local gyms, and healthcare schemes.



# What Cambridge can offer

## Family-friendly policies

The University recognises the importance of supporting its staff. We have a range of family-friendly policies to aid employees' work-life balance including a generous maternity, adoption and shared parental leave entitlement of 26 weeks' full pay, and paid emergency leave for parents and carers.

Other family-friendly support includes:

Our highly regarded workplace nurseries, a childcare salary exchange scheme and a high-quality holiday Playscheme are available to help support University employees with caring responsibilities (subject to demand and qualifying criteria). Further childcare information can be found here:

<https://www.childcare.admin.cam.ac.uk/>

The Newcomers and Visiting Scholars Group (<https://www.nvs.admin.cam.ac.uk/>) is an organisation within the University that welcomes the partners and families of visiting scholars and new members of the University. Run by volunteers, the group offers opportunities to visit interesting Cambridge venues, learn about the community, take part in social events and gain local knowledge while developing a strong support network of both residents and other newcomers.

## Your wellbeing

The University's Sport Centre, Counselling Services and Occupational Health are just some of the support services available to University employees to promote their physical and mental wellbeing. The University delivers The Festival of Wellbeing annually, which is a programme of stimulating talks and activities, which aim to promote wellbeing and good mental and physical health. The University also hosts the [Cambridge Festival](#), which is a great opportunity to get your first taste of public engagement, through volunteering, supporting hands-on activities or proposing a talk.

## Development opportunities

We support new employees to settle in through various activities as well as supporting their professional and career development on an ongoing basis. Our Personal and Professional Development (PPD) team provide development opportunities for all University employees, including face-to-face sessions, online learning modules and webinars. All employees also have unlimited access to LinkedIn Learning to support their development. Both new and existing employees can undertake funded Apprenticeships, which lead to a range of vocational and professional qualifications. We offer reduced staff fees for University of Cambridge graduate courses and the opportunity to attend lectures and seminars held by University departments and institutions. A range of University training providers also offer specialist learning and development in their own areas e.g. teaching and learning, digital literacy, finance, health and wellbeing, safety.



# How to apply

Applications should be submitted online via the University of Cambridge jobs page [www.jobs.cam.ac.uk](http://www.jobs.cam.ac.uk) by clicking “Apply online” in the job advert. You will need an email address to register for our online system. **Please use the ‘Suitability for the Role’ section of the Application Form to provide details of how you meet the Person Specification (page 5 of this Further Information document).**

Informal enquiries are welcomed and should be directed to Tristan Coles, Fitness, Strength and Conditioning Manager at [recruitment@sport.cam.ac.uk](mailto:recruitment@sport.cam.ac.uk) to arrange a telephone call or visit to the Sports Centre.

If you have any queries regarding the application process, please contact: [recruitment@sport.cam.ac.uk](mailto:recruitment@sport.cam.ac.uk)

The closing date for applications is **Sunday 29 June 2025**.

Interviews will take place during the week commencing **7 July 2025**.

