

## All about the roles of PSI Instructor and Class Assistant

**Hours and times of work:** The standard roles are between 5 -15 hours, worked between 9.00am to 5.00pm Monday to Friday.

**The location:** the postural stability programme sessions will be delivered in 10 locations across Derbyshire:

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| 1. Glossop  | 6. Ripley (covering Heanor, Crich, Ambergate, Codnor, Langley Mill) |
| 2. Buxton   | 7. Ilkeston   |
| 3. Bakewell (covering Rowsley, Darley Dale, Baslow) | 8. Swadlincote  |
| 4. Bolsover   | 9. Ashbourne  |
| 5. Chesterfield (Clay Cross, Ashover)               | 10. Flexible capacity   |

The venues will be local community venues offering a suitable sized room and access to kitchen facilities and toilets. Wherever possible the venues will have parking and nearby public transport.

On occasions, for training, team meetings and to collect resources you may attend our Head Office: 29A Market Place, Heanor, Derbyshire, DE75 7EG.

The Head Office is above our Heanor Charity Shop and is situated on the Market Place right in the middle of Heanor with many amenities within an easy walk of the office. On site parking is restricted to staff who need vehicular access to the site but generally there is space and free parking is available in the side streets around the Market Place and low-cost P&D car parks nearby. There are frequent bus services onto the market place covering all the surrounding areas and links to train services at Langley Mill.

**Access:** The venues will be disabled access to a basic level. If you have mobility issues you are welcome to visit a venue to make your own assessment before you apply.

The sessions will require some resources and generally venues won't have storage space so you will need to carry: light refreshments, an activity pack, exercise equipment (music, resistance bands) and a digital device (provided).

**The roles:** the roles offer a great opportunity to deliver a programme which is literally life-changing and life-saving. Both roles rely on effective teamwork and each role brings key skills to the programme.

The PSI Instructor role provides the core strength and balance exercise, motivation and outcomes data recording which is a key requirement of the contract.

The Class Assistant supports equity and access enabling participants to engage with the sessions from week 1. The role will lead on the delivery of the activity session and help provide the warm welcome and encouragement needed to ensure participants engage with the programme, complete and transfer to the community classes or other physical activity.

Together the roles demand a 'can-do' approach to the inevitable challenges of working in community settings, in all seasons and with older people!

Responsible to the Falls Prevention Service Manager the roles will form part of the PSI Programme delivery within the Falls Prevention Service to be known as 'Live Stronger for Longer'.

**Support for the role.** The new post-holder will benefit from a training and induction period including an online Induction training course and online training programme and a friendly team happy to help as they learn. The role description is new, designed to meet our amazing new service's needs so a new post-holder has plenty of opportunity to put their own stamp on

the role, to train and learn new skills and knowledge and to further develop our service to help meet growing demand.

We will provide full training in our client management system CharityLog and we can provide full-funded training and qualifications in Chair-Based Exercise (CBE), Otago and PSI.

All our staff have 1:1 reviews with their Manager each year. These reviews are designed to set targets based on the outcomes we want to achieve, identify opportunities for personal and professional development and identify solutions to problems. Day to day support and guidance is available and your colleagues are always happy to help.

As an organisation we have exceptionally good working relationships with our staff and volunteers, a stable workforce and happy, friendly working environments.