

JOB TITLE:	Fitness Manager
SALARY:	£36,636 - £40,968 per annum
LOCATION:	Inverness (Inverness Leisure Centre, Inverness Royal Academy Sports Centre & Culloden Leisure Centre)
HOMEWORKING:	This post is not suitable for homeworking
RESPONSIBLE TO:	Leisure Manager
JOB PURPOSE:	To lead the development, delivery, and management of innovative, sector-leading fitness programmes across Inverness leisure facilities. This includes gym operations, group fitness classes, and wellbeing initiatives that meet the needs of diverse user groups, enhance customer experience, and align with High Life Highland's strategic objectives.

KEY DUTIES AND RESPONSIBILITIES INCLUDE:

- Actively promote a positive and collaborative workplace culture that supports the Charity's purpose of Making Life Better and i-care values to increase morale, productivity and performance.
- Design, implement and support a dynamic fitness programme, including gym-based training, group exercise classes, specialist wellbeing sessions and performance programmes.
- Ensure programmes reflect current industry trends and evidence-based practices.
- Support gym and group fitness teams to ensure high standards of delivery, safety, environment and customer service.
- Support staff recruitment and development including performance monitoring.
- Oversee all health and safety protocols, including risk assessments and safety of gym equipment to provide a secure and compliant environment for staff and customers.
- Create and curate high-quality content for social media platforms to enhance visibility, attract new members, and support community engagement in collaboration with High Life Highland marketing team.
- Introduce cutting-edge fitness concepts, technology integration (e.g., virtual classes, fitness apps), and inclusive programming for all demographics.
- Regularly review and refresh offerings based on market research and member feedback.
- Plan, organise, and deliver engaging fitness events and challenges that promote member participation, community engagement and wellbeing
- Develop partnerships with fitness brands, local businesses, and health professionals to enhance service delivery and generate income.
- Identify sponsorship and funding opportunities to support programme growth.

- Work in close coordination with sport's governing bodies and partner organisations to ensure the provision of high-quality, inclusive fitness services.
- Recruit, train, and lead fitness instructors and gym staff, fostering a culture of excellence and continuous improvement
- Monitor KPIs such as participation rates, retention, and revenue.
- Prepare reports for senior management and contribute to strategic planning.
- Maintain an awareness and knowledge of the risk management responsibilities appropriate to their role, as identified within the HLH Risk Policy and associated guidance documentation.

Other Duties:

You may be required to perform duties, appropriate to the post, other than those given in the job specification. The particular duties and responsibilities attached to posts may also be varied without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and would not themselves justify reconsideration of the grading. As a result of such variations it will be necessary to update this job specification from time to time.

Date: July 2026



JOB DESCRIPTION And PERSON SPECIFICATION

JOB TITLE: Fitness Manager

ESSENTIAL ATTRIBUTES:

In order to be able to carry out the duties of this post effectively and safely, candidates will be able to provide evidence of the following:

1. EXPERIENCE

- Proven experience in fitness management, gym operations, and group exercise programming.
- Track record of introducing innovative fitness solutions.
- Budget management and income generation experience.
- Experience managing a team of fitness professionals.

2. EDUCATION AND QUALIFICATIONS

- Degree in Sports Science, Fitness Management, or equivalent experience.
- Recognised fitness qualifications (e.g., Level 3 Personal Trainer, Group Exercise certifications).

3. SKILLS / ATTRIBUTES GENERAL

- Strong leadership and organisational skills.
- Excellent written and verbal communication and interpersonal skills.
- Ability to manage multiple priorities and committed to delivering high standard results under pressure.
- Knowledge of health and safety standards in fitness environments.
- Self-motivated and able to work on own initiative and in a team environment.

4. INTERPERSONAL AND SOCIAL SKILLS

- Passionate about health, fitness, and wellbeing.
- Energetic, and customer focused.
- Ability to build positive relationships with staff and customers.
- Enthusiastic, innovative and dynamic personality with the ability to motivate and inspire others.