

Physical Requirements Matrix

Role	Health Club Instructor
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Critical Physical Demands	NR	R	I	O	F	C	Comments
Body Posture							
Standing						✓	Constant standing required whilst completing all tasks not including administrative and computer based tasks.
Sitting				✓			Occasional requirement to sit completing the role. Note: none of the tasks analysed have a requirement for sitting, but other tasks such as computer based administration tasks required in this role do.
Horizontal reaching with arms extended > 30cm in a 180 degree plane.				✓			Occasional requirement to reach beyond 30cm. This is required whilst accessing equipment stored on shelves, removing weight plates from strength training equipment as well as changing the settings of pin based gym equipment.
Neck flexion / extension						✓	Constant neck movements required whilst completing all aspects of the role.
Reaching above shoulder height			✓				Intermittent requirement to reach above shoulder height whilst obtaining equipment stored at higher levels, adjusting functional trainer, setting up floor to ceiling ball as well as whilst demonstrating various gym exercises.
Stooping & bending forward from standing position				✓			Occasional requirement to stoop and bend forward from a standing position whilst completing tasks such as: - Obtaining equipment located at lower level - Moving free weights and machine weights to be returned to their storage area. - Moving Spin bikes and free weight benches - Moving rower, crank cycle and mini tramp. - Cleaning. - Demonstrating exercises.
Kneeling / squatting			✓				Intermittent requirement to kneel and squat whilst: - Performing demonstrations of exercises - Lifting free weights and machine weights. - Cleaning
Trunk rotation					✓		Frequent requirement to perform trunk rotation whilst completing all aspects of the role.

Mobility							
Climbing step / platform			✓				Intermittent requirement to climb step whilst: - Accessing equipment above head height. - For the purposes of exercise demonstration.
Walking						✓	Constant requirement to walk within the health club.
Walking over uneven surfaces	✓						Walking over uneven surfaces not required
Ladder climbing	✓						Ladder climbing not required

NR = Not Required within this range of duties; R = Rarely (less than 1 x weekly); I = Intermittently (1 x every 2.5 hours); O = Occasional (1 x every 30 minutes); F = Frequent (1 x every 2 minutes); C = Constant (1 x every 15 seconds)

Manual Handling

Unilateral lifting				✓			Occasional requirement to lift using one hand whilst handling: - Free weights - Kettle bells - Cleaning equipment - Rowing machine - Mini trampoline - Gym equipment
Bilateral carrying					✓		Frequent requirement to lift and carry free weights using both upper limbs.
Lifting with weight away from body <10kg	✓						No requirement to lift up to 10kg away from the body
Lifting with weight away from body >10kg	✓						No requirement to lift >10kg away from body
Lowering a vertical distance > 25cm from waist to floor					✓		Frequent requirement to lower items from waist to floor. This includes: - Free weights - Free weight benches - Rowing machine - Gym equipment
Lifting a vertical distance > 25cm from waist to shoulder height					✓		Frequent requirement to raise items from waist to shoulder. This includes: - Free weights - Machine weights - Using pin loaded equipment
Lifting 0kg - 4.5kg					✓		Frequent requirement to lift and carry gym equipment which weighs less than 4.5kg
Lifting 4.5kg - 9kg					✓		Frequent requirement to lift and carry gym equipment which weighs up to 9kg
Lifting 9kg - 22kg					✓		Frequent requirement to lift gym equipment weighing up to 22kg
Lifting 22kg - 45kg		✓					Rare requirement to lift greater than 22kg. Note, whilst this task may be required, Health Club Instructors are not obligated to complete this lifting should they feel they do not have the physical capacity. Assistance can always be sought / provided by other team members.
Lifting 45kg+	✓						Lifting greater than 45kg not required
Handling unstable objects				✓			Occasional requirement to handle unstable objects including manoeuvring rower, crank cycle, Spin bikes and free weights.
Carrying					✓		Frequent requirement to carry gym equipment including weights, fit balls and cleaning equipment.
Pushing / pulling					✓		Frequent requirement to push and pull. This includes: - Rowing machine - Free weight benches - Spin bikes - Crank cycle - Placing or removing weight plates on strength equipment and racks - Demonstration of exercises, note that loads which require pushing and pulling are performed within a Health Club Instructor's physical capacity only for the purposes of demonstration.

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Sustained/repetitive hand grip					✓		Frequent requirement for sustained/repetitive hand grip whilst handling all gym equipment and machinery
Tool use		✓					Rare requirement to utilise hand tools to perform maintenance of exercise equipment.
Exposure to vibration	✓						Exposure to vibration not required

Psychosocial Demands

Personal	Concentration	✓	Moderate levels of concentration required, particularly whilst: • Answering queries from health club patrons • Utilising heavy exercise machinery / equipment. • Monitoring the safety of members whilst they exercise within the Health Club
	Patience	✓	Health Club Instructors are required to exercise patience whilst attending to all tasks.
	Emotional stability	✓	Health Club Instructors are required to have a developed emotional stability whilst completing all tasks.
	Judgement	✓	Health Club Instructors are required to exercise good judgement whilst completing all aspects of the role. This is particularly important given the high levels of physical exertion required whilst completing the exercise demonstrations and instructing members.
	Reasoning	✓	Health Club Instructors are required to exercise sound reasoning whilst completing all aspects of the role.
Social	Isolation	-	Health Club Instructors may be required to work on their own but are frequently interacting with members and as such they do not work in isolation.
	Autonomy	✓	Health Club Instructors are able to utilise autonomy with respect to the processes in which they complete a task, however have no autonomy with respect to the work which is allocated to them by their supervisor.
	Peer support	✓	All Health Club Instructor tasks are completed with the availability of peer support, with the exception of personal training.
	Social network	✓	A social network is available for all Health Club Instructors through Stonnington City Council.
	Production demands	✓	Health Club Instructors are exposed to production demands and time limitations when completing Health Club assessments and Personal Training appointments
	Stress	-	Health Club Instructors are rarely exposed to stressful situations, however there can be occasions of stress in emergency situations such as: • Evacuations • Delivery of First Aid, or • Dealing with an agitated client.

Appendix A

TASK ANALYSIS

Frequency of physical demands

The frequency of the physical demands required as part of the jobs assessed is defined under the following categories:

- (NR): Not required is defined as being not within this range of duties
- (R): Rarely is defined as less than one performance per week
- (I): Intermittently is defined as one performance every 2.5 hours
- (O): Occasional is defined as one performance every 30 minutes
- (F): Frequent is defined as one performance every 2 minutes
- (C): Constant is defined as one performance every 15 seconds

Classification of Physical Demands:

The following are the classifications used to categorise specific jobs based on their physical demands, as adapted from the Dictionary of Occupational Titles.

Sedentary

- Lifting 4.5kgs maximum and occasionally lifting and carrying such articles as dockets, ledgers and small tools.
- Although a sedentary job is defined as one which involves sitting, a certain amount of walking and standing is often necessary in carrying out the job duties.
- Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.

Light

- Lifting 9kgs maximum with frequent lifting and/or carrying of objects weighing up to 4.5kgs.
- Even though the weight lifted may be only a negligible amount, a job is in this category when it requires walking or standing to a significant degree; or when it requires sitting most of the time with a degree of pushing and pulling of arm or leg controls; and/or when the job requires working at a production rate pace entailing the constant pushing and/or pulling of materials even though the weight of those materials is negligible.
- Physical demand requirements are in excess of those for sedentary work.

Medium

- Lifting 22kgs maximum with frequent lifting and/or carrying of objects weighing up to 11kgs.
- Physical demand requirements are in excess of those for Light work.

Heavy

- Lifting 45kgs maximum with frequent lifting and/or carrying of objects weighing up to 22kgs.
- Physical demand requirements are in excess of those for Medium work.

Very Heavy

- Lifting objects in excess of 45kgs with frequent lifting and/or carrying of objects weighing 22kgs or more.
- Physical demand requirements are in excess of those for Heavy work.