



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **SISFFIT304A Instruct and monitor fitness programs**

**Release: 2**

## **SISFFIT304A Instruct and monitor fitness programs**

### **Modification History**

Not Applicable

### **Unit Descriptor**

This unit describes the performance outcomes, skills and knowledge required to develop, instruct, supervise and evaluate fitness programs for a range of fitness clients, including older adults and older adolescents.

### **Application of the Unit**

This unit applies to exercise instructors who work in facilities that provide a range of fitness programs and services, such as aqua, group or gym-based to general populations including older clients and older adolescents who present with no major health conditions.

This unit is applicable to those working in fitness venues, gyms or other exercise environments.

### **Licensing/Regulatory Information**

No licensing, regulatory or certification requirements apply to this unit at the time of endorsement.

### **Pre-Requisites**

Nil

### **Employability Skills Information**

This unit contains employability skills.

## Elements and Performance Criteria Pre-Content

### Elements and Performance Criteria

#### ELEMENT

#### PERFORMANCE CRITERIA

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

1. Identify client needs and expectations.

- 1.1. Clarify the *preferences, needs and expectations* of the *client*.
- 1.2. Identify any special requirements according to the client's fitness level and any medical or injury problems.
- 1.3. Identify any *additional factors* that will affect the client's ability to perform in a fitness program.
- 1.4. Recommend client seek *external assistance* where required before proceeding with fitness programming according to organisational policies and procedures.
- 1.5. Identify a range of *exercises* to target specific fitness components.
- 1.6. Develop a balanced client exercise profile to meet identified client needs and limitations.

2. Develop an *exercise plan* and design a fitness program for a client.

- 2.1. Identify appropriate *fitness environments* according to client needs, preferences and organisational policies and procedures.
- 2.2. Utilise *principles of fitness program design* to develop a *fitness program* or general activity program, maximising the positive aspects of their environment and personal attributes for long-term adherence to the program and minimise risk of injury.
- 2.3. Incorporate *motivation techniques* to maximise fitness program adherence.
- 2.4. Apply programming guidelines to developing aerobic, strength, endurance and stretching programs relevant to the *client's goals* and fitness and the relative benefits desired from the program.
- 2.5. Provide appropriate safety and adherence recommendations to the client.
- 2.6. Discuss and confirm the *fitness program* with the

**ELEMENT****PERFORMANCE CRITERIA**

- client and record this information according to *organisational policies and procedures*.
- 2.7. Explain the relative contribution to aerobic and anaerobic fitness of recommended activities to the client.
- 2.8. Use energy, water and other resources effectively when cleaning, preparing and maintaining equipment and activity areas to reduce negative environmental impacts.
3. Motivate clients.
- 3.1. Apply *motivation techniques* to help a client identify barriers to adherence and to set effective exercise goals.
- 3.2. Use motivational techniques to positively influence the performance of clients during fitness activities.
- 3.3. Use *arousal control techniques* to improve the performance of clients during fitness activities.
- 3.4. Provide positive *feedback* to clients on their progress and any recommended changes.
4. Supervise fitness activities.
- 4.1. Provide *clear and accurate instruction* of exercises to the client.
- 4.2. Monitor and address any *negative attitudinal behaviour* or *personal difficulties* exhibited by the client.
- 4.3. Monitor and address any incorrect performance of the activities within the fitness program.
- 4.4. Monitor and adjust motivation techniques to meet client needs.
5. Review and adapt the client's fitness program.
- 5.1. Evaluate parameters of the fitness level being developed in the program.
- 5.2. Obtain feedback from clients on their own personal progress and their degree of satisfaction with the program.
- 5.3. Undertake relevant *fitness appraisals* to monitor a client's fitness development.
- 5.4. Provide feedback to the client on their progress and any changes recommended.
- 5.5. Record the clients amended or adapted fitness program according to organisational policies and procedures.

## Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

### Required skills

- communication skills to:
  - enable consultation, advice and monitoring of client performance
  - provide clear instruction and constructive feedback to clients
- problem-solving skills to:
  - identify exercises targeted to specific fitness components
  - assess and adjust client performance and exercise technique
- numeracy skills to manage the time of clients and facility schedules
- literacy skills to record and update client information.

### Required knowledge

- principles of fitness program design to enable safe and effective program design
- effects of different exercise components on the major body systems to enable safe and appropriate exercise planning
- motivational techniques to support client adherence to the fitness program
- fitness venue policy and procedures to support safe and effective operations
- methods of monitoring exercise intensity
- anatomical terminology and application to exercise technique.

## Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

### Overview of assessment

#### Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- consults with a range of clients including older clients and older adolescents to develop fitness programs specific to individual client needs, expectations and limitations
- clearly and safely demonstrates, explains and supervises fitness programs appropriate to local fitness industry and organisation requirements
- evaluates and adjusts fitness programs in consultation with clients
- monitors and maintains the behaviour of clients according to the requirements and expectations of the facility.

#### Context of and specific resources for assessment

Assessment must ensure:

- demonstration of skills within a facility where a variety of exercise modes and equipment are available, such as a weights gym, pool, exercise to music room and an outdoor environment
- access to a range of clients with a range of real or simulated fitness needs and expectations.

#### Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of consulting with clients to determine their preferences and needs and designing and instructing an appropriate fitness program
- oral or written questioning to assess knowledge of fitness program principles and their use in developing client specific fitness programs
- third-party reports from colleagues or supervisors detailing work performance.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- SISFFIT301A Provide fitness orientation and health screening.



## Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

***Preferences, needs and expectations*** may include:

- cultural considerations
- fitness goals
- perceived benefits
- cost
- time availability.

***Client*** may include:

- pre-natal
- post-natal
- menopausal
- experienced or inexperienced
- those aged 50 years and over
- de-conditioned adults
- older adolescents
  - 16 years and over
- active or inactive
- pregnant.

***Additional factors*** may include:

- medical conditions
- prescribed medications
- existing injuries
- current fitness level
- functional limitations
- lifestyle evaluation
- exercise history.

***Exercise plans*** may include:

- cardiovascular exercise
- water-based exercise
- resistance training
- flexibility
- circuit training
- gym training
- endurance training
- aerobic fitness
- group exercise fitness session
- aqua fitness session
- spinning
- gentle exercise



- Feedback*** may include:
- stretching session.
  - exercise purpose and technique
  - appropriate exercise intensity
  - improvements in training and technique
  - fitness activity aims and objectives
  - client satisfaction
  - suitability and safety of facilities and equipment.
- Arousal control techniques*** may include:
- anxiety and stress management
  - progressive relaxation.
- External assistance*** may include:
- sports physician
  - sports doctor
  - general practitioner
  - physiotherapist
  - accredited exercise physiologist
  - occupational therapist
  - remedial massage therapist
  - chiropractor
  - osteopath
  - accredited practising dietician
  - podiatrist
  - psychologist
  - aboriginal health worker.
- Exercises*** may include:
- circuit training
  - gym training
  - repetitions.
- Fitness environments*** may include:
- indoor
  - outdoor.
- Motivational techniques*** may include:
- arousal control techniques
    - anxiety management
    - progressive relaxation
    - stress management
  - arousal theories
    - drive theory
    - inverted 'u'
    - zone of optimal function.
- Organisational policies and procedures*** may include
- Occupational Health and Safety
  - records management
  - medical clearance
  - client age requirements

- Principles of fitness program design*** may include:
- parental or guardian consent
  - use, care and maintenance of equipment and facilities
  - use of outdoor locations.
  - FITT formula
  - program phases:
    - preparation
    - conditioning
    - recovery
    - adaptation
  - program types:
    - flexibility
    - muscular endurance
    - cardiorespiratory endurance
    - strength.
- Client's goals*** may include:
- improved health
  - enhanced appearance
  - reduced body fat
  - cardiovascular endurance
  - improved flexibility
  - increased strength.
- Clear and accurate instruction*** may include
- simple explanations
  - demonstration of effective exercise technique
  - setting of intensity and loading
  - clear communication techniques:
  - reinforcement of correct technique and attitude.
- Negative attitudinal behaviour*** may include:
- aggression
  - competitiveness
  - discourtesy to other clients
- Personal difficulties*** may include:
- discomfort
  - embarrassment.
- Fitness program*** may include:
- motivational strategies
  - phases
  - specific exercises
  - expected outcomes
  - aerobic fitness
  - body fat reduction
  - cardiovascular endurance
  - stretching
  - range of movements
  - flexibility

- Fitness appraisals*** may include:
- strength
  - power, activity or sports specific
  - muscle endurance
  - muscle hypertrophy.
  - cardiovascular response
  - heart rate, such as tri-level aerobic response
  - blood pressure
  - range of movement
  - strength
  - girth measurements
  - skin folds.

## **Unit Sector(s)**

Fitness

## **Competency Field**

Fitness