

Participant Handbook

Sector
Beauty & Wellness

Sub-Sector
Personal Services-Fitness

Occupation
Fitness Services

Reference ID: **BWS/Q3001, Version 3.0**
NSQF Level 3



Gym Assistant (B&W)

Beauty & Wellness Sector Skill Council

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Shri Narendra Modi
Prime Minister of India

“ Skilling is building a better India.
If we have to move India towards
development then Skill Development
should be our mission. ”



Certificate

CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

BEAUTY & WELLNESS SECTOR SKILL COUNCIL

for the

PARTICIPANT HANDBOOK

Complying to National Occupational Standards of

Job Role/ Qualification Pack: Gym Assistant QP No. BWS/Q3001, v2.0, NSQF Level-3

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Chairperson
(Beauty & Wellness Sector Skill Council)

Acknowledgement

Beauty and Wellness Sector Skill Council would like to express their gratitude to all the individuals and organizations who have contributed in the preparation of this trainee manual. Special thanks are extended to the persons who collaborated in the preparation of the different modules. Sincere appreciation is also extended to all who have provided subject matter and review for the individual modules. The preparation of this manual would not have been possible without the support of the Wellness Industry. The Industry feedback has been extremely encouraging from inception to conclusion & it is with their inputs that we have tried to bridge the skill gaps existing today in the industry. We would specially like to thank Classic Fitness who have reviewed and given input for this trainee manual. This participant manual is dedicated to all the aspiring youth who desire to achieve special skill which would be a lifelong asset for their future endeavours and help them make a bright career in the Wellness Sector.

A special thanks to Mrs. Lagan McPereira & Mr. Chirag Sethi for helping with content creation.

About this book

The overall Fitness Industry in India is growing at a CAGR of 19%. This growth is primarily driven by the increasing focus on personal health & well-being by following the road of prevention rather than cure. Increased emphasis on a holistic wellbeing with people's desire to look good and young are other motivators for the beauty and wellness industry. With a shift in focus towards quality of service, the industry has been looking to hire skilled workforce to sustain growth.

This Participant Handbook is designed to enable theoretical and practical training to become a Gym Assistant (B&W). The Qualification Pack of a Gym Assistant (B&W) includes the following National Occupational Standards which have all been covered in this Trainee Manual:

1. BWS/N9001 - Prepare and maintain work area.
2. BWS/N3001 - Assist/Demonstrate exercises to the client
3. BWS/N9002 - Maintain health and safety of workplace
4. BWS/N9003 - Create a positive impression at the workplace
5. Employability Skills

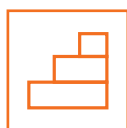
The key learning objectives and the skills gained by the participant are defined in their respective units.

We would also like to acknowledge the efforts put in by the B&WSSC team, master trainers, consultants and our Industry Partners like Classic Fitness who gave their valuable inputs in making this Participant Handbook. We hope that this Participant Handbook will be able to provide a sound learning support to our friends to aspire to build their career in the beauty and wellness industry.

Symbols Used



Key Learning
Outcomes



Steps



Time



Tips



Notes



Unit
Objectives

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Scan this QR Code to access the Employability skills module

<https://www.skillindiadigital.gov.in/content/detail/1-10d218cd-31f0-41d0-a276-b41ec3b52013>

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1. Introduction

Unit 1.1 – Objective of this program

Unit 1.2 – Beauty and wellness industry

Unit 1.3 – Introduction to fitness



Key Learning Outcomes

At the end of this module, the participant will be able to:

1. State the objectives of this program
2. Understand the beauty and wellness industry in India
3. State the growth opportunities that exist in the beauty and wellness sector

UNIT 1.1: Objective Of This Program

Unit Objectives

At the end of this unit, the participant will be able to:

1. State your roles and responsibilities of a gym assistant
2. State the attributes needed for a gym assistant

1.1.1 Introduction

Welcome participants to this program for gym assistants. From now onwards, you will be a part of a very fit and healthy industry. In India today, people are very conscious of their health. For everyone "Health is Wealth"! Exercise is the best way to remain active and fit. As a Gym Assistant, you will have varied responsibilities.

This course is designed for aspiring fitness experts in India. The curriculum encompasses sessions on anatomy, the physiology of exercise, inter personal skills etc. This course will prepare you to understand the client's needs in the gym, be punctual, handle gym equipment and be disciplined.

Best of luck in your journey towards making a fitter and better India!

1.1.2 Gym Assistant (Roles & Responsibilities, Attributes)

As a Gym Assistant you should have complete knowledge of the rules and regulations that have to be followed as a member of the staff. These rules and regulations will include membership rules of your gym, the different type of memberships etc.

As a gym assistant you will deal with many clients on a personal level, so you will also need to be courteous, discreet and polite at all times. You will make sure that decorum is maintained and guidelines are followed.

As a Gym Assistant your roles and responsibilities will include:

1. Preparing and maintaining the work area
2. Assisting/ Demonstrating exercises to the clients
3. Maintaining health and safety of workplace
4. Creating a positive impression at the workplace



Figure 1.1.2 Gym Assistant at Work

Notes

UNIT 1.2: Beauty and Wellness Industry

Unit Objectives

At the end of this module, the participant will be able to:

1. State the growth of beauty and wellness industry in India.
2. List the trends in the beauty and wellness industry in India.

1.2.1 Overview of the Beauty and Wellness Industry

According to the Beauty and Wellness Sector Skill Council, “The wellness industry in India is poised to touch INR. 1,00,000 crore (INR. 1 trillion) by 2015, with a compounded annual growth rate of 15-17%, from about INR. 70,000 crore in 2012, with a likely shortage of ~600,000 skilled personnel by 2016. FICCI-PwC report had forecast that the number of people employed in the Wellness space could potentially almost treble from over 1 million lakh in 2011 to 3 million by 2015”.

According to a PWC report, “The Indian wellness consumer can be classified into four broad categories— 'passives', 'beginners', 'actives' and 'believers'-depending on factors such as intent and extent of spend on wellness services and products, exposure to wellness concepts and importance given to wellness in their daily lifestyle. The 'passives' represent the largest volume opportunity, the 'beginners' are the fastest growing category, while the 'actives' and 'believers' together comprise only a small fraction of the population. These categories offer varying levels of opportunity for health and wellness players”.

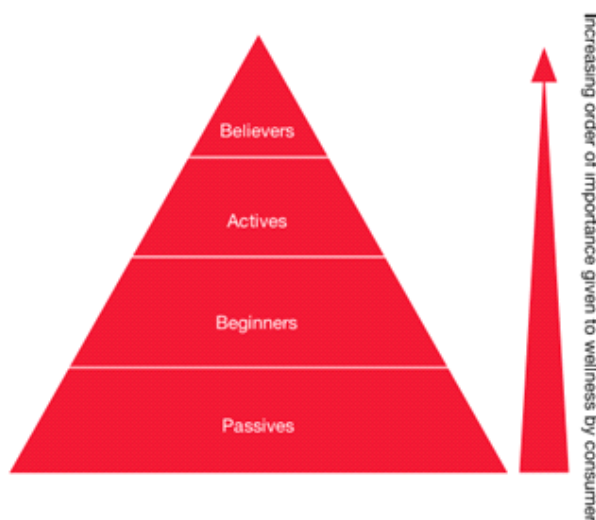


Figure 1.2.1 Wellness Consumer Pyramid

1.2.2 Key Trends In The Industry:

The key trends in the Beauty & Wellness sector are:

- Health and wellness has moved from being a part of the upper class society to the masses.
- Smaller towns and cities have become the hubs of health and fitness.
- Keeping fit is not a man's world anymore. Celebrities such as Priyanka Chopra and Shilpa Shetty are the fitness icons for women in India.
- People still want to follow traditional mode of fitness but they are open to modern means of attaining fitness as well.
- Indian consumers have become brand conscious today. Fitness brands like the Gold Gym has taken the industry by a storm.

Notes



UNIT 1.3: Introduction To Fitness

Unit Objectives



At the end of this unit, the participant will be able to:

1. State the segments that exist in the fitness segment
2. Explore the career opportunities in the fitness segment
3. Understand the projected growth and requirements in the fitness industry

1.3.1 About Fitness

Beauty industry can be divided into three segments: Cosmetic products, Beauty salons and Cosmetic treatments.

In the same way, the fitness industry can be divided into the following segments:

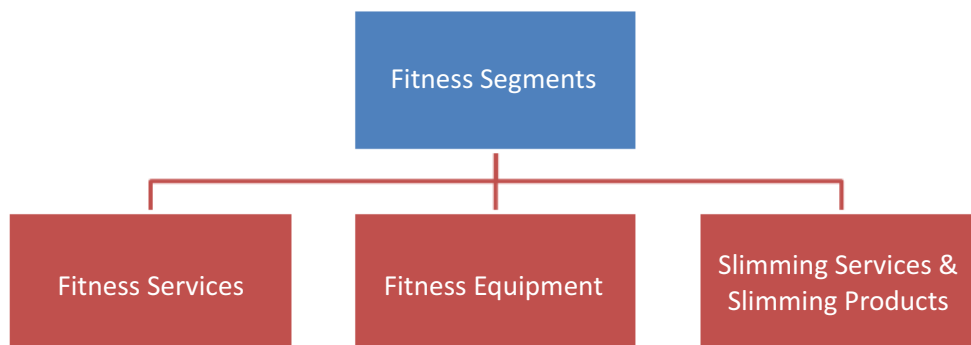


Fig. 1.3.1 Types of Fitness Segments

1.3.2 Career Opportunities

If you are the kind who likes to sweat it out in the gym, then this job is for you! Your job requires you to be committed towards your body and mind to achieve true fitness. As a successful fitness expert you can be:

- Trainer in schools, colleges and universities
- Fitness instructor in five star hotel or resort, health spas or fitness clubs
- Personal trainer for an actor/actress/celebrity



Fig.1.3.2 Fitness Trainer

1.3.3 Projected Growth And Requirement:

The fitness industry includes salons, gyms and fitness centres. Let us look at the growth and future requirement for fitness services in India:

- Fitness is here to stay. Well known fitness brands such as 'Gold's Gym' 'Burn Gym', 'Snap Fitness' are establishing centres in India and abroad.
- As per reports, the beauty and wellness market is around 500 billion and the fitness services account for 40 percent of the share.
- Right now, India is a young country with a large population in the age bracket of 20's – 30's. As they age and reach their 40's in the next decade, there will be huge demand for health and wellness solutions. Therefore, the next decades are set to see a huge demand for fitness experts and health gurus.
- Internet offers immense opportunities for online instruction models by fitness experts

1.3.4 Preventive Aspect Of fitness

Regular physical activity, fitness, and exercise are critically important for the health and well being of people of all ages. Research has demonstrated that virtually all individuals can benefit from regular physical activity, whether they participate in vigorous exercise or some type of moderate health-enhancing physical activity

Being fit & doing regular physical activity can help reduce your risk for several diseases and health conditions and improve your overall quality of life. Regular physical activity can help protect you from the following health problems.

- **Heart Disease and Stroke:** Daily physical activity can help prevent heart disease and stroke by strengthening your heart muscle, lowering your blood pressure, raising your high-density lipoprotein (HDL) levels (good cholesterol) and lowering low-density lipoprotein (LDL) levels (bad cholesterol), improving blood flow, and increasing your heart's working capacity.
- **High Blood Pressure:** Regular physical activity can reduce blood pressure in those with high blood pressure levels. Physical activity reduces body fat, which is associated with high blood pressure.
- **Noninsulin-Dependent Diabetes:** By reducing body fat, physical activity can help to prevent and control this type of diabetes.
- **Obesity:** Physical activity helps to reduce body fat by building or preserving muscle mass and improving the body's ability to use calories. When physical activity is combined with proper nutrition, it can help control weight and prevent obesity, a major risk factor for many diseases.
- **Back Pain:** By increasing muscle strength and endurance and improving flexibility and posture, regular exercise helps to prevent back pain.
- **Osteoporosis:** Regular weight-bearing exercise promotes bone formation and may prevent many forms of bone loss associated with aging.
- **Self Esteem and Stress Management:** Studies on the psychological effects of exercise have found that regular physical activity can improve your mood and the way you feel about yourself. Researchers have found that exercise is likely to reduce depression and anxiety and help you to better manage stress.
- **Disability:** Running and aerobic exercise have been shown to postpone the development of disability in older adults and maintains quality of life longer for seniors.

Exercise



Answer the following questions:

A. Tick on the correct answer

1. This course is designed to train you in the field of

- a. Fitness and training
- b. Fitness and beauty
- c. Spa and beauty
- d. Sports and beauty

2. As a successful fitness expert you can work as a

- a. Trainer/ Personal Trainer / Fitness Instructor
- b. Teacher / Tuition teacher / Fitness Instructor
- c. Personal Trainer/ Language Expert/ Fitness Instructor
- d. Sports Trainer/ Tuition Teacher/ Fitness Instructor

B. State the four most important roles and responsibilities of a gym trainer.



2. Prepare and Maintain Work Area

- Unit 2.1 - How does gym floor look like
- Unit 2.2 - Basic handling of gym equipment
- Unit 2.3 - Reading schedule cards
- Unit 2.4 - Prepare the service work area
- Unit 2.5 - Personal presentation and behaviour
- Unit 2.6 - Storage and Maintenance of records and equipment



Key Learning Outcomes

At the end of this module, the participant will be able to:

1. Demonstrate how to prepare and maintain the work area and the gym equipment
2. Demonstrate how to read schedule cards
3. Explain how to take care of clients needs in the gym
4. Understand how to be presentable at work
5. Demonstrate how to store and maintain records and equipment storage and maintenance of records and equipment

UNIT 2.1:How Does Gym Floor Look Like?

Unit Objectives



At the end of this unit, the participant will be able to:

1. State the things to be considered while planning a layout space
2. State the things to be considered while surveying the floor
3. Understand what an underlay is
4. State the flooring and equipment lifecycle
5. List the different type of floors
6. State how to exercise budget options while choosing a floor

2.1 Planning A Layout Space

Gym flooring is an important part of the gym. The flooring done for fitness is special and laying the floor should be planned at the very beginning. The gym is divided into different zones of free weights, cardio or functional zone. So, the floor in each zone needs to be planned keeping these activities in mind.



Fig. 2.1. Gym Layout

2.1.1 Things To Consider While Planning The Layout Space:

1. Is it a new project or under renovation?
2. Have the zones to keep each equipment been identifies? (Choose your equipment only after the zones have been allocated)
3. What are the types of equipments that will be put in each zone?

2.1.2 Surveying The Floor

It is essential to know what kind of flooring has been placed earlier.

Things to consider while surveying the floor:

1. What is the top layer made of?
2. How has the flooring been constructed, is the floor concrete, a raised floor or wooden?
3. Does the floor need to be reviewed?
4. Will any pre- preparation be required to the underlay in before laying a new floor?

2.1.3 Underlay

The underlay will be wholly built upon the level and extent of usage within the zone or area. Underlays are usually done in certain zones like the free weight zone where an increased level of absorption is needed. These are zones where the floor can be damaged easily due to impact of falling weight.

2.1.4 Flooring And Equipment Life Cycle

Fitness equipment generally lasts for 3, 5 or 7 years. This depends totally on how much the equipment has been used, the brand and its specification. The cost of the flooring should be considered during the fit out stage. This is important as the flooring will then be compatible with the equipment used and will not need to be replaced before the equipment.

2.1.5 Types Of flooring

Gym floor need to be very flexible and easy to maintain.

The three type of flooring are:

Flooring rolls / Pad and Pour Flooring

- They are cheaper
- They are easier to install
- They are made in varying lengths
- They give a smoother look to the floor
- There are fewer joins and gaps
- They do not become loose when walked on
- They come in a wide variety of colours
- It is highly shock absorbable



Fig. 2.1.5 (a) Flooring Rolls

Gym Floor Tiles

- Most commonly used are the square tiles
- They have to be normally fastened to the floor as they do not interlock
- The edges need to be meticulously fixed to make sure there are no gaps.

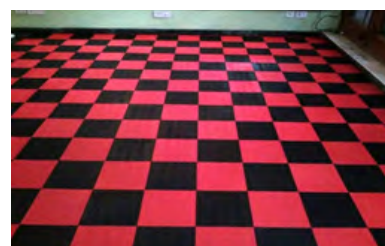


Fig. 2.1.5 (b) Gym Floor Tiles

Interlocking Floor Tiles

- These tiles have a jigsaw locking system
- They are so heavy that the installation is perfectly secure without the use of adhesives



Fig. 2.1.5 (c) Interlocking Floor Tiles



Scan this QR Code to access the related video