



THE REFORMER STUDIO

# Job Advert

## Position: People & Culture Leader

Various Locations Across the Midlands

The Reformer Studio LTD

### About Us:

The Reformer Studio is a leading chain of Reformer Pilates studios committed to enhancing well-being through innovative and effective Pilates practices. With a growing team of over 40 instructors and exciting expansion plans, we are dedicated to providing exceptional fitness experiences to our clients across the Midlands.

As we continue to expand our footprint, we are also committed to growing our educational arm, 'The School of Reform,' aiming to significantly increase the number of qualified Reformer Pilates Instructors not just in the UK, but worldwide.

### Position Overview:

We are seeking a dynamic and strategic HR & Recruitment Manager to join our team and play a pivotal role in supporting our growth. Working closely with the Operations Director, you will be responsible for managing all HR and recruitment activities, ensuring we attract, develop, and retain top talent while fostering a positive and productive work environment.

### Key Responsibilities:

#### Recruitment & Talent Acquisition:

Develop and implement effective recruitment strategies to attract highly skilled Reformer Pilates instructors and other key staff.

Oversee the end-to-end recruitment process including job postings, candidate screening, interviewing, and hiring.

Build and maintain strong relationships with potential candidates, recruitment agencies, and educational institutions.

Manage the recruitment pipeline to ensure timely and successful placements.

#### Training & Development:

Partner with 'The School of Reform' to align HR and recruitment strategies with the educational growth plans.

Support the development and delivery of training programs for new hires and existing staff.

Monitor and assess the effectiveness of training programs and make recommendations for improvements.

#### Onboarding:

The Reformer Studio Ltd is a limited liability company registered in England (No. 17710814)  
Registered Office: Ground Floor B, 1 Broadway, Nottingham, NG1 1PR  
T: +44 (0)7783818892 E: [ops@reformerstudio.co.uk](mailto:ops@reformerstudio.co.uk) W: [www.reformerstudio.co.uk](http://www.reformerstudio.co.uk)



## THE REFORMER STUDIO

Design and implement comprehensive onboarding programs to integrate new hires effectively.

Coordinate training and development initiatives to enhance the skills and knowledge of our team members.

Ensure all staff are well-informed about company policies, procedures, and expectations.

### **Employee Relations:**

Act as the primary point of contact for employee concerns and resolve conflicts in a fair and effective manner.

Promote a positive work culture and ensure that company values are upheld.

Conduct regular performance reviews and provide feedback to support employee growth and development.

### **HR Administration:**

Maintain up-to-date employee records and handle all HR-related documentation.

Ensure compliance with employment laws and regulations.

Manage payroll and benefits administration in collaboration with external providers.

### **Strategic HR Planning:**

Work closely with the Operations Director to align HR strategies with the company's growth plans.

Analyse HR metrics to identify trends and make data-driven recommendations.

Develop and implement initiatives to improve employee engagement, retention, and satisfaction.

### **Qualifications**

Bachelor's degree in human resources, Business Administration, or a related field.

Proven experience (3+ years) in HR and recruitment, preferably within the fitness or wellness industry.

Strong knowledge of HR best practices, employment laws, and recruitment strategies.

Excellent communication, interpersonal, and organizational skills.

Ability to handle sensitive information with confidentiality and professionalism.

Proficiency in HR software and Microsoft Office Suite.

### **What We Offer**

Competitive salary (£35 - £45k depending on experience) and benefits package.

Opportunity to work in a growing and supportive environment.

Career development and growth opportunities within a dynamic company.



THE REFORMER STUDIO

Annual Reformer class package and discount on merchandise.

### How to Apply

Interested candidates are invited to submit their CV and a cover letter detailing their relevant experience and why they are a good fit for The Reformer Studio to [ops@reformerstudio.co.uk](mailto:ops@reformerstudio.co.uk) by 30th September 2024.

The Reformer Studio is an equal-opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.