



A Matter of Balance: Managing Concerns About Falls Coach Job Description

**** Coaches must work under the supervision and “License to Use” of the Master Trainer’s organization. ****

Criteria for Leadership

- Good communication and interpersonal skills.
- Enthusiasm.
- Dependability.
- Willingness to lead a small group.
- Interest in working with older adults.
- Life experiences valued - with education or health care experience a plus.
- Ability to perform range of motion and low-level endurance exercises.
- Ability to carry up to 20 lbs.

Training Expectations

- Attend eight hours of coach training and earn A Matter of Balance Certification.
- Attend 2.5 hours of facilitator training update annually.
- Agree to facilitate two Matter of Balance classes within one year of certification.

Classroom Responsibilities

- **Two Coaches are required to teach the class to participants.**
- **Work with a Master Trainer to oversee all classes offered**
- Prepare for each class by reviewing the Matter of Balance manual and materials.
- Organize the classroom with supplies and refreshments.
- Present the class according to the directions, training and materials provided.
- Encourage interactive discussion about the concepts and skills presented.
- Demonstrate and coach the exercises outlined in the Matter of Balance Program.
- Monitor and connect with each participant.
- Promote socialization and a solution-oriented environment among the participants.
- Have fun!

Confidentiality, Communication, & Record Keeping

- All participant information is confidential. Each coach will sign “A Pledge of Confidentiality”.
- The Master Trainer will provide support and mentoring to each coach.
- Class site and emergency contact information will be provided to each coach.
- Coaches are required to report any injury, illness or concerns.
- Coaches are encouraged to record “Lessons Learned” and share feedback and ideas.