

YWCA JOB DESCRIPTION

TITLE: Group Fitness Instructor

REPORTS TO: Health & Wellness Director

STATUS: Non-Exempt

WORK SCHEDULE: Part-Time (flexible to meet requirements of the position including some evenings and weekends)

Qualifications:

- Must have excellent written and oral communication skills to work positively with different populations, in groups and individually
- Must be well-organized and prepared to teach classes
- Must be in excellent physical condition to teach group exercise
- Must be able to think independently and develop routines for teaching specific exercise classes;
- Must be able to keep confidences and practice discernment
- Educational background in Physical Education, Exercise Science, Health Education or related field and/or extensive practical experience and a strong interest in the health/wellness or related field is preferred
- Certification through ACE, ACSM, or other approved nationally accredited organization to teach group fitness classes is preferred or willingness to obtain the same within 6 months from hire
- CPR and First Aid certifications is preferred
- Must be alert and aware of signs of exercise-induced distress
- Must have adequate vision to review documents; hearing adequate to interact with the public
- Must be able to lift up to 45 pounds using proper technique

General Responsibilities:

The person selected for this position will be responsible for quality fitness programming in the areas of fitness instruction. This person is responsible for continuous high-quality customer service, which includes, but is not limited to, meeting internal and external customer needs, and for presenting a positive attitude toward the YWCA, its staff, and its programs.

Key Areas of Responsibility:

The Group Fitness Instructor assumes many responsibilities. These responsibilities include the following:

- Ensuring that member's needs are met by providing quality service during classes
- Ensuring that your fitness classes meet YWCA standards
- Ensuring that a safe and healthy environment exists for exercising
- Arriving to teach class in advance of the scheduled time to greet participants, answer questions and address concerns
- Dressing appropriately for teaching exercise classes
- Arriving well-prepared, music cued and routine thought out
- Teaching classes with energy and enthusiasm
- Motivating class participants to the best of your ability
- Noting new participants and sharing basic exercise information with them

- Keeping up-to-date on safety and fitness trends
- Following the guidelines set forth by the YWCA to provide a safe and enjoyable class
- Finding a substitute instructor if unable to teach is desirable
- Maintaining certifications
- Maintaining professionalism through support of your colleagues and other YWCA staff
- Participating as a YWCA employee by working with staff and members in fitness programs and special events
- Other duties as assigned by the Health & Wellness Director