



YMCA of Indiana County

Employee Job Description

Position Title:	Group Exercise Instr 1/2/3	Department:	Fitness
Reports To:	Director of Health & Wellness	Grade:	4, 5, 7
Classification:	Full time/ Part Time / Seasonal	Job Code:	HWGE-7104

GENERAL FUNCTION:

Under the direction of the Director of Health and Wellness and other assigned staff the group exercise instructor will conduct and instruct group exercise classes to the best of their ability. These classes are meant to provide members of the YMCA a fun, safe, group environment to exercise, it is the responsibility of the group exercise instructor to provide this environment for the members.

CORE COMPETENCIES:

- General Fitness Knowledge
- Be able to work well with other instructors and engage members before, during, and after class

KNOWLEDGE – SKILLS – ABILITIES:

Education: CPR and First Aid certifications within 90 days.

Experience:

Group Exercise Instructor I: 0-2 years experience instructing group exercise classes or 1 national certification (ACE, AFAA, ACSM, AAAL, or equivalent) OR complete Y of USA Group Exercise Instructor certification. Must obtain YMCA required trainings within 90-days of hire. Must demo class for Director prior to being put on schedule.

Group Exercise Instructor II (in addition to level I requirements): Minimum of 2+ years instructing group exercise classes plus 1 national certification or in pursuit of degree in health and wellness field.

Group Exercise Instructor III (in addition to level I requirements): Minimum of 7 years instructing group exercise classes. 2 national certifications (in separate disciplines) OR 1 national certification, plus a degree in the fitness field.

Working Conditions: Must be able to stand for the entire class, demonstrate form and correct exercise execution, and have the physical ability to complete the class.

Equipment Used: Varies based on class

JOB RESPONSIBILITIES:

- Keeps appropriate records such as attendance and progress reports for all students.
- Attend quarterly staff meetings
- Identify potential new instructors as needed
- Leave the space ready to use for following users.
- Recruit new participants
- Demonstrate leadership capabilities and adaptability at the front of the class making each session fun and enjoyable while motivating participants.
- Demonstrate the ability to move rhythmically to the beat of the music including the ability to incorporate optimal usage of cueing, tempo, choreography, and safe transitional, movements from

one pattern to another.

- A highly sufficient degree of energy, and have the endurance to complete each fitness class.
- Responsible for the efficiency of the lesson program through rigorous adherence to standards set for progression and honest evaluation of student's abilities.
- Responsible for service to members and participants by learning and using student's names and being available before and after class for questions from participants and parents.
- Responsible for attending all scheduled classes within a session; when an absence is unavoidable, secures a substitute and provides lesson plans for that substitute.
- Maintains the highest level of safety in all activities. The instructor bears the primary burden for the safety of his or her class at all times.
- Represents the YMCA in a positive, professional manner at all times through adherence to the dress code and courtesy towards all members, guests, and staff.
- Any other duties asked of by the Director of Health and Wellness

PHYSICAL REQUIREMENTS:

- Must be able to stand for the duration of the shift
- Must be able to bend and stoop occasionally
- Must be able to lift 35 pounds occasionally
- Must be able to complete the group exercise class

EFFECT ON END RESULT:

The effectiveness of this position can be judged by:

- Attainment of goals and objectives as evidenced in the performance appraisal process and the completion of the major duties of this position as outlined.
- Broad based and varied aquatic programming with high levels of participation and satisfaction.
- The development and maintenance of good staff relations and an increasingly effective lay leadership resulting in a smoothly operating team of laymen and staff.
- Maintenance of safe, clean, and functional facilities for all program areas.
- The YMCA will be recognized by the community as providing excellent service to all who walk through our doors or contact us on the phone.
- The YMCA will effectively connect and build relationships with its members and the community, resulting in increased member enrollment and retention.
- Consistent, superior member service and satisfaction resulting in continued growth in membership, programs and special services.

Employee

Date

Supervisor

Date