

YMCA OF PUEBLO

JOB DESCRIPTION

Job title: Group Exercise Instructor (cycle, step, kickboxing, toning, Pilates, Yoga, etc.)

Reports to: Program Director Health and Wellness

Date: August 22, 2011

GENERAL FUNCTION:

To cultivate and build relationships with members of the YMCA community, and facilitate experiences that improve members' health and wellness. To develop members' spirit, mind, and body through group exercise instruction and ensure safety of participants.

KNOW-HOW:

The Lead Group Exercise Instructor must have a thorough understanding of the YMCA's mission and goals, continued knowledge of programs, and excellent communication and public relation skills. Person must have the ability to communicate policy and procedure, handle inquiries, diffuse problems in a friendly and professional manner and be a team player.

A high school diploma or equivalent, CPR/AED and First Aid certification and blood borne pathogen training are required. All Lead Group Exercise Instructors will be certified in their discipline by the YMCA **and** a nationally recognized organization and it will be the responsibility of the staff member to keep these certifications current. All Lead Group exercise Instructors will have 3+ years experience teaching their discipline. All Health and Wellness staff must have a current YMCA Principles of Healthy Lifestyle certification and the YMCA Foundations of Group Exercise certification (or obtain said certifications within 6 months of start date)

PRINCIPAL ACTIVITIES:

- Promote the YMCA and its programs through public relations. Maintain the highest level of member service and satisfaction in a group exercise setting.
- Enforce YMCA rules and policies.
- Maintain class participant (minimum) requirement.
- Record and maintain attendance records.
- Careful assimilation of new members into classes through suggested modifications.
- Set up facility or equipment, store equipment, and secure facility and equipment upon completion of class.
- Front line contact person for group exercise inquiries, member concerns and liaison to appropriate program director.
- Secure qualified substitute instructor when needed.
- Report injuries and complete requires forms.
- Perform other duties and tasks as designated by the supervisors as they pertain to the management and operation of the Health and Wellness under the principles of membership retention.
- Attend YMCA Health and Wellness monthly staff meetings and trainings.
- Be readily available to sub classes as needed within schedule

EFFECTS ON END RESULTS:

The Lead Group Exercise Instructor is responsible for teaching a safe and productive class. This position is primarily concerned with providing both youth and adult exercise instruction and building long-term relationships with members and guests. This YMCA is viewed as a resource to meet our mission and goals. A primary goal is to build a community of healthy engaged families and individuals.

Employee Signature _____

Date _____

Supervisor Signature _____

Date _____