



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

DUNELAND FAMILY YMCA JOB DESCRIPTION

Job Title: **Group Exercise Instructor**

FLSA Status: **Non-Exempt**

Status: **Part-Time**

Pay: **\$10 / hour**

Reports to: **Healthy Living Coordinator**

Revision Date: **October 26, 2021**

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit committed to strengthening the community through youth development, healthy living, and social responsibility. Instructs group classes in a safe, enjoyable, and positive environment that welcomes people of all skill and fitness levels and effectively builds community within the class. The Group Exercise Instructor serves others by intentionally welcoming, connecting, supporting, and inviting them to get involved and give back to the community.

ESSENTIAL FUNCTIONS:

1. Creates a safe environment in which all individuals feel welcomed and respected; build relationships with and among members and program participants.
2. Leads energizing, fun, safe, and educational group classes, as directed by the supervisor, that align with the healthy living program goals and objectives.
3. Understands different health needs; observes and adjusts approach to support all participants' capabilities, physical conditions, health, and culture.
4. Asks and answers questions and displays empathy in support of helping member and program participants build confidence to achieve their health and wellness goals.
5. Identifies and celebrates the successes of members and program participants.
6. Maintains working knowledge of wellness and trends to provide effective information and support to members.
7. Keeps accurate class attendance records.
8. Follows YMCA policies and procedures; responds to emergency situations.
9. Performs other duties as assigned.

YMCA COMPETENCIES (LEADER):

Mission Advancement: Accepts and demonstrates the Y's values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.



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Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change and seeks opportunities in the change process. Accurately assesses personal feelings, strengths, and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. We are welcoming: we are open to all. We are a place where you can belong and become. We are genuine: we value you and embrace your individuality. We are hopeful: we believe in you and your potential to become a catalyst in the world. We are nurturing we support you in your journey to develop your full potential. We are determined: above all else, we are on a relentless quest to make our community stronger beginning with you.

QUALIFICATIONS:

- National certification in group fitness instruction (e.g., ACE, NETA, AFAA, NASM) or YMCA group exercise instructor certification required.
- CPR, First Aid, and AED, certifications required within 30 days of hire.
- Child Abuse Prevention training required within 30 days of hire.
- At least one year of experience teaching group exercise classes preferred.
- Ability to develop positive, authentic relationships with people from different backgrounds.
- Commitment to inclusion and compliance with the Americans with Disabilities Act (ADA).

WORK ENVIRONMENT AND PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Ability to plan, lead, and participate in classes and activities. Ability to perform all physical aspects of the position, including leading class, walking, standing, bending, reaching, and lifting.

ABUSE RISK MANAGEMENT:

- Adheres to policies related to boundaries with youth.
- Attends required abuse risk management training.
- Reports suspicious and inappropriate behaviors.
- Follows mandated abuse reporting requirements.
- Adheres to job specific abuse risk management responsibilities.



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DISCLAIMER:

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification and subject to reasonable accommodation. This is not intended to be used as an exhaustive list of responsibilities, duties, and skills required of personnel so classified. This document does not create an employment contract, implied or otherwise, other than "at will" employment relationship. The signature indicates that you have read and understand the job description provided for the position.

Employee Name (Printed)

Employee Signature

Date

Supervisor Signature

Date

The Duneland Family YMCA instills the values of caring, honesty, respect, and responsibility through programs and services that build a healthy spirit, mind, and body for all.