

CITY OF AIRWAY HEIGHTS JOB DESCRIPTION

TITLE: Group Fitness Instructor
DEPARTMENT: Parks, Recreation & Community Services
REPORTS TO: Fitness Supervisor
WAGE: \$16.14 - \$19.27/Hour – In Session \$22.24 - \$26.56/Hour

This is a part time temporary position, and may be required to work early mornings, evenings, weekends, and holidays. Schedule of work hours may vary based on assigned duties.

NATURE OF WORK:

Group Fitness Instructors are responsible for ensuring safety and proper form for all group fitness studio participants by leading classes and group trainings that focus on proper equipment use, lifting techniques, movement, and fun. Group Fitness Instructors will directly engage guests, members, and existing clients into group classes and encourage members to participate in other fitness activities. Group Fitness Instructors must create and maintain professionalism and member rapport while delivering the highest level of customer service. Maintaining cleanliness of the group fitness areas is also required.

ESSENTIAL DUTIES:

Duties may vary depending on shift assignments.

- Instructs patrons on effective workout methods, demonstrating exercises, explaining proper techniques, and correcting forms during class
- Prepares appropriate equipment, music, and handouts for each class
- Maintains a positive and encouraging exercise experience for members and class participants
- Ensures that safety standards are met, and that department and facility policies are adhered to
- Motivates and encourages participants through positive reinforcement and helpful strategies
- Corrects and/or reports misuse of equipment and/or dangerous behavior
- Cleans exercise equipment and floors of all fitness center areas
- Attends all required meetings and/or equipment and class format trainings
- Assist with the implementation of wellness/incentive programs as it relates to Group Fitness participation
- Creates programs/class formats pending approval by the Fitness Supervisor
- Properly notify supervisor and/or maintenance technician of customer and facility needs as they arise including equipment and facility repairs, damage, or issues
- Other duties as assigned

SKILLS AND ABILITIES:

- Cardio, free weight, strength and functional training equipment.
- Cardiovascular conditioning and strength and flexibility training.
- Safe and effective exercise techniques for vary fitness levels, abilities or special needs.
- Safe working practices
- Strong understanding human anatomy and kinesiology

- Knowledge of Group Fitness classes, descriptions, target audiences
- Proper teaching strategies while incorporating music, tempo, cueing technique, and rhythm
- Be professional and motivate class participants
- Adjust to unforeseen class schedule changes or participation numbers
- Creatively and efficiently use available resources
- Establish and maintain effective working relationships
- Communicate orally and in writing
- Work independently and make appropriate decisions regarding work methods and priorities
- Maintain confidentiality
- Demonstrate a strong sense of personal ethics along with a high degree of professional judgment and discretion
- Follow oral and written direction

MINIMUM QUALIFICATIONS:

- Possess a high school diploma, G.E.D., or an equivalent
- One year of Group Fitness experience
- Combination of education, training, and experience in fitness
- Must possess a valid driver’s license with one-year minimum driving experience
- Must be at least 18 years of age
- CPR/AED & First Aid Certification
- Must have at least one of the following certifications: ACE, NETA, ACSM, ISSA, AFAA, or related certification
- Successfully complete a criminal history check

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.

While performing the duties of this job, the employee is frequently required to walk, stand, sit and talk, or hear. The employee is occasionally required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl.

The employee must frequently lift and/or move up to 50 pounds, and occasionally must aide or assist participants. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus. Must have the physical endurance to complete a variety of exercises and workouts.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee occasionally works with various types of fitness equipment. The noise level in the work environment is usually quiet while in the office, and loud when in the facility and while performing duties.

SELECTION PROCESS:

- City of Airway Heights employment application with resume attached
- Rating of education and experience
- Oral interview and reference check
- Criminal History check

ORIGINATION DATE: January 14, 2019

EEO CATEGORY: Professional

STATUS: Non-Exempt

The statements contained herein reflect general details a necessary to describe the principle functions of this classification, the level of knowledge and skills typically required and the scope of responsibilities, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance workload. This job description does not constitute an employment agreement between the City and the employee and is subject to change as the needs of the City and requirements of the job change.

Date: _____

Manager: _____

Employee: _____