



## Fitness/Program Instructor

Department/Division:	Parks and Recreation
Reports To:	Recreation Coordinator
Provides Direction To:	Not Applicable
Updated:	April 21, 2022

### GENERAL PURPOSE

Under general supervision, organizes, prepares, and teaches fitness classes for seniors and other participants, such as Aerobics, Step, Kick-Boxing, Yoga, Pilates, Aqua Aerobics, Zumba, and Kettle Bell; prepares and maintains participant activity records and resources; and performs other related duties as required

### DISTINGUISHING CHARACTERISTICS

Part-time employees in this classification teach specific types of classes based on program needs and instructional goals related to particular types of recreational knowledge and skills.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this position.

#### Fitness Classes:

1. Increase participant strength, flexibility and cardiovascular capabilities by leading dynamic classes.
2. Promote wellness and create appropriate and challenging workouts for participants at the appropriate and safe level.
3. Instruct participants about exercise activities that improve strength, cardiovascular endurance, and flexibility.
4. Demonstrate correct movements and techniques while offering on tips on improving form in order to maintain or improve physical fitness.

#### General Classes:

5. Organize and lead energizing, fun, and safe recreational and educational classes.

6. Build effective and authentic relationships with participants to promote teamwork.
7. Keep participants engaged and motivated.
8. Teach, demonstrate, and master specific types of skills and knowledge based on program curriculum and working with participants.
9. Provide safe and complete instruction.
10. Monitor participant progress and provide encouragement and feedback.
11. Maintain and update participant attendance and activity records.
12. Promote programs within the community as assigned.
13. Readily respond to and report any injuries, accidents, incidents, or emergency situations.

## **QUALIFICATIONS GUIDELINES**

### **Knowledge of:**

**Fitness Instructor:** Certified exercise methods and instructional methods; safety practices and reporting procedures; course goals and requirements and record keeping requirements.

**Program Instructor:** Recreational and instructional methods and techniques; safety practices and reporting procedures; course goals and requirements and record keeping requirements.

### **Ability to:**

Organize, plan and execute class content and achieve program objectives; demonstrate, encourage, and achieve participant progress in mastering specific skills and knowledge; observe safety principles and work in a safe manner; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with participants and staff.

### **Education/Training/Experience:**

**Education:** High school diploma or equivalent to high school graduation.

**Experience:** Recreational, sports, and exercise experience related to the specific subject matter being taught is required. For fitness classes, previous experience teaching fitness courses is desirable.

### **Licenses/Certificates/Special Requirements:**

**Fitness Instructors:** Possession of or ability to attain current group exercise certification from a nationally recognized organization such as American Exercise Association (AEA), Athletics and Fitness Association of America (AFAA), American Council on Exercise (ACE), or similar fitness association.

Ability to obtain CPR, AED, and First Aid certification within six months of hire.

## **PHYSICAL AND MENTAL DEMANDS**

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Physical Demands**

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. Depending upon the courses taught, the employee is frequently engaged in continual physical activity, including running, stretching, and other aerobics functions. Depending upon the class assignment, the employee may teach aquatics related aerobics and be exposed to continual wetness and moisture within outdoor or indoor pool facilities. The employee frequently is required to stand and talk or hear; walk; sit; climb, balance, stoop, kneel, crouch, and engage in other exercise functions.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

### **Mental Demands**

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning; observe and interpret situations; learn and apply new information or new skills; interact with participants, City staff, and other organizations.