Job Description

Position: Group Exercise Instructor

Overall Responsibility: Instruct a safe, fun and motivating group exercise classes.

Job Duties and Responsibilities:
• Be prompt and prepared to teach your assigned class.
• If unable to instruct a scheduled class, take the appropriate steps to find a substitute.
• Maintain care and cleanliness of the exercise area, stereo and microphone systems and articles associated with group exercise classes.
• Consistent enforcement of Fitness Center’s policies and procedures.
• Attend at all staff meetings, trainings and educational sessions.
• Provide assistance to all members in a helpful manner to insure safety and effectiveness in Fitness Center procedure.
• Assist with the delivery of special events and program.
• Communicate regularly with the management of the Fitness Center and provide assistance when it is requested.

Qualifications:
• Must maintain and overall 2.0 GPA
• Successful completion of instructor training course or other professional certification
• Strong interpersonal and customer service skills
• Respectable, responsible and a positive role model
• Personal commitment to wellness and fitness
• CPR certification (will be offered through Fitness Center)

Terms of Employment
• The academic year constitutes a term of employment.
• The rate of pay is (minimum wage + $1.75) per hour and a free membership to the Fitness Center.
• Group Exercise Instructors are required to arrive to campus a few days before the start of the semester for staff training each semester.
• Group Exercise Instructors may be required to work at both Fitness Centers, on weekends and evenings.
• Feedback will be ongoing. If a situation arises that needs attention it will be addressed promptly and a time line for desired change will be established. In addition, all Group Exercise Instructors will receive a midyear formal evaluation.
• Failure to meet the responsibilities of the position as stated in Fitness Center operations manual may be grounds for personnel action (i.e. written warning, employment probation or termination).