

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).

