Title: Group Exercise Instructor

I. Job Summary
   Group Exercise Instructors are responsible for having the skills to teach group fitness and water aerobics classes. Instructors will assist members with equipment set up and help them with the class routines, creating a safe and fun environment.

II. Job Relationship
   A. Responsible to: Director of Recreational Services
   B. Supervised by: Assistant Director of Recreational Services – Programs

III. Responsibilities
   A. Responsible for aerobic and stereo equipment.
   B. Enforce the policies and procedures.
   C. Maintain all aerobic equipment and inspect equipment before and after class.
   D. Handle emergency situations that may occur during their class.
   E. Responsible for all paperwork and related administrative matters during each shift.
   F. Provide excellent customer service to participants in class.
   G. Create fun and safe class outlines that participants will enjoy while getting a workout.
   H. Remedy all unsafe practices and situations immediately.

IV. Position Qualifications
   A. First Aid, CPR/AED certified.
   B. Have or working on a nationally recognized aerobic certification.
   C. Ability to create and teach routines in a professional matter.

V. General:
   A. Attend mandatory staff meetings and trainings
   B. Promote the Department of Recreational Services.