

Kishwaukee Family YMCA Group Exercise Instructor - Zumba Job Description

Job Title: Group Exercise Instructor-Zumba

Department: Wellness

FLSA Status: Non-Exempt, Part-time

Reports to: Healthy Living Director

Position Summary

Develops and instructs group classes that provide excellent service to members in a safe, enjoyable, and positive environment that promotes member wellness and engagement in accordance with YMCA policies and procedures.

Essential Functions

- Develops and leads group fitness classes to accomplish the YMCA mission and goals.
- Conducts energizing, fun, safe, effective and educational classes.
- Builds effective relationships with members; helps members connect with each other and the YMCA.
- Maintains working knowledge of wellness and trends to provide effective information and support to members.
- Keeps accurate class attendance records.
- Follows YMCA policies and procedures; responds to emergency situations.
- Attends and participates in program activities, staff meetings, and staff training.

Qualifications

Level A 1

- Minimum age 21 years old.
- 3-5 year of experience teaching group wellness classes.
- Current Certification in Zumba – keeping certification updated
- Required certifications: CPR, First Aid, AED
- National certification (ACE, NETA, AFAA, NASM) in group fitness instruction or YMCA Healthy Lifestyles or College Degree in Wellness Field.
- Listen First Training
- H.S. Degree

Physical Demands

- Ability to conduct classes and activities relating to fitness.
- Ability to perform all physical aspects of the position; including walking, standing, bending, reaching, and lifting.

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YMCA Leader Competencies

Mission and Community Oriented:

- Accepts and demonstrates YMCA mission and values.
- Works effectively with people of different backgrounds, abilities, opinions and perceptions.
 - Embraces differences among people.
 - Treats everyone with courtesy, respect and consideration.
 - Supportive of volunteers and their role in the YMCA.
- Demonstrates a desire to serve others and fulfill community needs.
 - Enthusiastic about the YMCA and his/her work.
 - Committed to success of the YMCA.
 - Supports the role of fund-raising in achieving the YMCA mission.

People Oriented:

- Seeks first to understand the other person's point of view, and remains calm in challenging situations.
- Builds rapport and relates well to others.
 - Helps staff, members and participants make connections to each other and the YMCA.
 - Practices effective relationship building techniques.
 - Greets and assists fellow staff and members in a positive way.
- Listens for understanding and meaning; speaks and writes effectively.
 - Responds to concerns and complaints in a way that makes each person feel valued.
 - Communicates in a clear and pleasant manner.
 - Listens actively and genuinely.
- Takes initiative to assist in developing others.

Results Oriented:

- Strives to meet or exceed goals and deliver a high-value experience for members.
 - Consistently performs duties in a safe and conscientious manner within the agreed upon timeframe.
 - Follows standards, policies, and procedures.
 - Demonstrates reliability and punctuality.
- Embraces new approaches and discovers ideas to create a better member experience.
 - Involves members, participants, internal customers and others in identifying solutions.
 - Demonstrates an active willingness to learn and grow.
- Makes sound judgments, and transfers learning from one situation to another.
 - Displays integrity.
 - Demonstrates responsible actions.
- Establishes goals, clarifies tasks, plans work and actively participates in meetings, trainings, and other work related activities.
- Supports fundraising.
- Follows budgeting policies and procedures, and reports all financial irregularities immediately.
 - Uses YMCA resources appropriately and efficiently.

Personal Development Oriented:

- Accurately assesses personal feelings, strengths and limitations and how they impact relationships.
- Pursues self-development that enhances job performance.
 - Accepts constructive criticism.
- Demonstrates an openness to change, and seeks opportunities in the change process.

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YMCA Leader Competencies

40 Developmental Assets oriented:

- When talking to youth, gets down to their eye level.
- Uses the name of many youth.
- Communicates to youth that they are proud of them.
- Ensures all youth are encouraged to participate in all activities.
- Smiles and laughs with youth.

**Continuing Education Opportunities
(tbd)**

I have read and agree to the position description as outlined above.

Print Name _____

Signature _____

Date _____