



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

Job Title: **Group Exercise Instructor**

FLSA Status: Part-Time Non Exempt

Reports to: Group Exercise Coordinator

Department: Group Exercise

Revision Date: 09/2018

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### POSITION SUMMARY:

The Fitness Instructor is responsible for planning class sessions, supervising class participants, helping to train new instructors, and providing the YMCA membership with a fun quality fitness class.

### ESSENTIAL FUNCTIONS:

1. Be comfortable working to implement the Mission Statement of the YMCA.  
*The Fond du Lac Family YMCA is a non-profit charitable association dedicated to putting Christian principles into practice through programs that build healthy spirit, mind and body for all.*
2. Act as a positive role model using the YMCA's core values of honesty, caring, respect and responsibility
3. Learns new routines, patterns, or material as required to deliver the highest level of programming
4. Instruct and educate members on general wellness information, correct body alignment and exercise form
5. Greet and interact with members as needed before and after class providing guidance, encouragement and motivation to every member
6. Communication with other fitness and management staff any concern, question, suggestions or criticisms that you have or that you may have heard from other staff, volunteer or members or the public
7. Be aware of and able to implement all safety precautions and emergency procedures when necessary
8. Perform other duties as assigned by the Group Exercise Coordinator

### YMCA COMPETENCIES:

Mission Advancement: Accepts and demonstrates the Y's values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

Collaboration: Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

Operational Effectiveness: Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

Personal Growth: Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

### QUALIFICATIONS:

#### **Fond du Lac Family YMCA**

90 W. 2<sup>nd</sup> Street  
Fond du Lac, WI 54935

1. Have a good understanding of cardiovascular training, flexibility and strength and conditioning principles
2. Must be able to easily move through all program areas and effectively communicate and actively interact with members.
3. Must be able to lift and carry (5 – 50 pounds)
4. Must be able to perform physical functions necessary to program instruction, including but not limited to squatting, bending, kneeling, spotting program participants and demonstrating use of program apparatus or program skills.

#### **WORKING ENVIRONMENT & PHYSICAL DEMANDS**

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Ability to conduct classes and activities.
- Ability to perform all physical aspects of the position; including leading class, walking, standing, bending, reaching, and lifting.

#### **SIGNATURE:**

I have reviewed and understand this job description.

\_\_\_\_\_  
Employee's name

\_\_\_\_\_  
Employee's signature

Today's date: \_\_\_\_\_