



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## GREEN COUNTY FAMILY YMCA JOB DESCRIPTION

Job Title: **Group Fitness Instructor**

Status: Part-Time

Reports to: Fitness Coordinator

Department: Healthy Living Center

Revision Date: February 2025

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### POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility. Instructs group exercise classes to a variety of ages in a safe, enjoyable, and positive environment that welcomes people of all skill and fitness levels. Effectively builds community within the class. Provides exercise options as needed to meet varied health, ability, and cultural needs.

### ESSENTIAL FUNCTIONS:

#### 1. Programming & Availability

- Leads energizing, fun, safe, and educational group exercise classes, as directed by the Fitness Coordinator, to accomplish the YMCA mission and goals.
- Be willing and available to teach consistently and sub as needed.
- Be prepared for class by preparing free-style classes or learning pre-choreographed routines.

#### 2. Member/Community Engagement

- Engages with program participants and members to support them in achieving their goals related to health and well-being while staying within the scope of knowledge.
- Builds effective, authentic relationships with members; helps members and program participants connect with each other and the YMCA.
- Observes and adjusts approach to support all participants' capabilities, physical conditions, health, and culture.
- Celebrates achievement of program participants related to program or personal goals, mastering of specific skills or overall health and well-being.
- Demonstrate the YMCA core values: Honesty, Respect, Responsibility, and Caring.

#### 3. Administrative & Safety

- Maintains working knowledge of wellness and trends through continuing education opportunities to provide effective information and support to members.
- Attend staff meetings as required.
- Keeps accurate class attendance records.
- Follows YMCA policies and procedures; responds to emergency situations.
- Responsible for finding coverage for classes you are unable to teach. If unable to find a substitute, notify the Fitness Coordinator at least 24 hours in advance.

#### 4. Other Duties as Assigned

### PROGRAMMING RESPONSIBILITIES/REQUIREMENTS:

- If not yet certified in Group Exercise, working toward earning this certification. If currently certified, must maintain certification.
- Report any needs to the Fitness Coordinator including class concerns, scheduling problems, training, and policy changes.
- Use equipment specifically provided for group exercise classes. Any new/donated equipment must be approved for use by the Fitness Coordinator.

- In case of an EMERGENCY, or last-minute problem, contact the Fitness Coordinator to inform them of your situation. If you cannot reach the Fitness Coordinator, contact the Director of Operations. If you cannot reach either of those individuals, contact the Front Desk and inform them of your situation.

### **YMCA COMPETENCIES:**

Mission Advancement: Models and teaches the Ys values. Ensures a high level of service with a commitment to changing lives. Provides volunteers with orientation, training, development, and recognition. Cultivates relationships to support fund-raising.

Collaboration: Champions inclusion activities, strategies, and initiatives. Builds relationships to create small communities. Empathetically listens and communicates for understanding when negotiating and dealing with conflict. Effectively tailors' communications to the appropriate audience. Provides staff with feedback, coaching, guidance and support.

Operational Effectiveness: Provides others with frameworks for making decisions. Conducts prototypes to support the launching of programs and activities. Develops plans and manages best practices through engagement of team. Effectively creates and manages budgets. Holds staff accountable for high-quality results using a formal process to measure progress.

Personal Growth: Shares new insights. Facilitates change; models' adaptability and an awareness of the impact of change. Utilizes non-threatening methods to address sensitive issues and inappropriate behavior or performance. 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:**

- Required certifications: CPR, First Aid, AED, national certification (ACE, NETA, AFAA, NASM) in group fitness instruction or YMCA Group Exercise Instructor certification.
- Certification in areas of expertise.
- At least one year of experience teaching group wellness classes preferred, but not required.

### **WORK 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 (please print)

\_\_\_\_\_  
Employee's Signature

Today's Date: \_\_\_\_\_