



## WALLA WALLA YMCA Position Description

**Group Exercise Fitness Instructor**  
**Reports to Wellness Director, Group Ex Coordinator**

**Open 1.18.21 Until Filled**  
**Part-Time Non-Exempt**

### **Position Summary:**

Under the direction of the Wellness Director and the Group Exercise Coordinator, teaches and promotes group fitness classes; monitors areas for safety and cleanliness, and engages members in an enjoyable and positive environment that promotes member wellness in accordance with YMCA policies and procedures.

### **Essential Functions:**

1. Conducts energizing, fun, and physically appropriate classes in person and via Zoom.
2. Builds positive and professional relationships with members, program participants and other staff members.
3. Instructs participants on safe exercise techniques including, but not limited to, warm-up and cool-down, stretching, cardiovascular exercise, strength training, workout progressions, and proper use of exercise equipment.
4. Clears area of safety hazards, and reports maintenance needs to the Group Exercise Coordinator.
5. Sets up and puts away all equipment and materials; reports any problems or needs to Group Exercise Coordinator.
6. Disinfects and sanitizes fitness equipment and maintains cleanliness of facility per protocols.
7. Assists and supports the development and implementation of fitness community programs.
8. Participates in all department staff meetings and trainings as scheduled.
9. Adheres to all YMCA policies and procedures related to health and safety, conduct, rules and other regulations.
10. Performs all other assigned duties.

### **YMCA Competencies**

**Mission Advancement:** Demonstrates a desire to serve others. Responds to requests, inquiries, equipment use concerns, and forwards complaints to management in a timely fashion to ensure that member input is addressed adequately. Seeks out and uses member and community feedback to improve programs and services. Knows and supports the achievement of healthy living goals of every member he or she engages.

**Collaboration:** Develops and maintains mutually beneficial relationships with volunteers, members, and colleagues at all levels of the organization. Proactively assists others in meeting goals by sharing information and resources. Puts the good of the organization ahead of personal gain. Welcomes opportunities to work in small communities (i.e., committees, groups, teams).

**Operational Effectiveness:** Learns from experience and applies what is learned to different situations. Identifies and utilizes new and appropriate courses of action when encountering obstacles or problems. Makes sound decisions and judgments based on input from others, data, and feedback. Takes personal responsibility for decisions and the likely implications of behavior.

**Personal Growth:** Continuously works at developing functional competencies and operational skills. Continually pursues and applies new and more efficient ways to complete tasks. Takes advantage of informal learning opportunities; listens and observes to gain new insight. Seeks to expand capabilities, skills, and knowledge.

**Qualifications:**

1. CPR; First Aid; AED certification and Bloodborne Pathogens/HIV training.
  - For employees that do not already possess these certifications, trainings will be provided by the department upon hire.
  - CPR, First Aid, AED, and Bloodborne Pathogens must be completed within 90 days of hire.
2. High school degree or equivalent.
3. Attention to detail.
4. Good communication and customer service skills.
5. Prefer previous experience with and understanding of diverse populations.
6. National Group Exercise Certification OR Specialty Certification in the Fitness Industry.
  - YMCA Foundations of Group Exercise Certification also accepted.

**Effect on End Result:**

- Provides a safe and clean fitness experience to program participants and members, while enhancing the image of the YMCA in the community.
- Promotes greater understanding of the YMCA and its mission and goals.
- Provides membership with ongoing availability of services, programs and leadership in the wellness area in an effort to help the Walla Walla YMCA to achieve higher levels of membership retention.

**Physical Demands:**

Sufficient strength, agility, and mobility are required to perform essential functions and to supervise program activities in a wide variety of indoor and outdoor locations (depending upon the programs).

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

***This position description does not include every duty required of the employee, but serves as a general listing of expectations. This description does not constitute a contract for employment and may be changed at any time at the discretion of the employer.***