

Job Title: Group Exercise Instructor – SilverSneakers – WILL TRAIN

Pay Status: Part-Time, Hourly (non-exempt) - \$20-32/hour (\$18/hour training/meeting rate) OR Contract Positions Available

Immediate Supervisor: Responsible to the Fitness & Community Outreach Specialist

DESCRIPTION

Under the direction of the Fitness Supervisor, the Group Exercise Instructor is responsible for creating and executing group fitness classes based on the format of the class. All format instructors are encouraged to apply. **Will provide training to candidates interested in becoming a SilverSneakers instructor.**

QUALIFICATIONS

- Group Fitness Instructor must be 18 years or older and possess knowledge of all areas of fitness.
- Minimum of a high school diploma.
- First Aid/AED/CPR Certified.
- Group Fitness Instructor must have obtained a certification through a nationally accredited organization such as AFAA, ACE, AEA, ASFA, Zumba, etc. or equivalent. Certification upon start date is required.
- Instructor must be goal-oriented, approachable, outgoing and determined. Must be comfortable promoting their classes.
- Must show evidence of continual growth and development in the field of fitness.
- Ability to maintain self-control and composure in difficult situations.
- Ability to demonstrate leadership qualities to perform required work.
- Must be committed to their classes, as substitutes are not available.
- Excellent oral and written communication skills.
- Must share a passion and commitment to healthy living and the mission and vision of the Bloomingdale Park District.
- If employed as an independent contractor, must provide W9 and proof of liability insurance.

PRIMARY DUTIES AND RESPONSIBILITIES

- Creates and instruct each class with exercises relevant to the class format.
- Provides and utilizes appropriate music for the class.
- Determines format and content of class based on class description.
- Instructs clients on basic exercise physiology and exercise technique.
- Follows Bloomingdale Park District guidelines, policies and procedures.
- Covers classes or find a substitute if you cannot be there.
- Maintains a safe and secure environment for participants.
- Keeps the area clean and picked up.
- Sets up and monitors equipment if needed for group fitness. Inspect equipment and report any safety or maintenance needs to the Fitness Coordinator.
- Communicates maintenance and custodial issues to the Fitness Coordinator.

- Responds to all injuries. Ensures client adherence to safety and injury prevention policies and procedures and prepares incident/accident reports as required.
- Assists during major emergencies and familiarize yourself with evacuation plans.
- Ability to provide individual guidance to other instructors.
- May work additional hours at events for marketing opportunities.
- Attends staff trainings and meetings.
- Performs miscellaneous job-related duties as assigned by the Fitness & Community Outreach Specialist.
- Communicates information to members and patrons.

ADDITIONAL DUTIES AND RESPONSIBILITIES

- Provides a friendly environment for all staff and participants.
- Maintains a positive relationship with staff and co-workers.
- Always presents in a professional manner.
- Maintains prompt hours and follow absence procedures.
- Dresses appropriately during each shift.
- Checks messages and email regularly.
- Maintains high standards and achieves high expectations.
- Performs additional duties and requirements as assigned.

PHYSICAL DEMANDS

- 100% of your time will be on your feet conducting group fitness classes and interacting with members. This is an active position. Lifting is a requirement in terms of demonstrating exercises within your own weight limitations. Occasional lifting of boxes with supplies, equipment, or promotional items which are typically around 25 lbs. is also required.

WORK HOURS AND COMPENSATION

The Group Exercise Instructor position is part-time and is paid every two weeks at an agreed salary. The position is classified as a non-exempt hourly employee status and will work anywhere from 1-20 hours per week. The hours worked daily will vary. The salary range for this position is \$18-\$32 an hour (\$18/hour training/meeting rate; \$20-\$32/hour instructor rate). See a list of benefits [here](https://www.bloomingtonparks.org/about-bpd/job-opportunities): (<https://www.bloomingtonparks.org/about-bpd/job-opportunities>). Contract positions are available for instructors who have a W9 and carry their own personal liability insurance.

ENVIRONMENTAL CONSIDERATIONS

Performs most activities indoors. Might be exposed to all conditions indoor such as lighting, temperature, and noise level.

COGNITIVE CONSIDERATIONS

- Must be able to follow directions and perform work activities as assigned by the Fitness & Community Outreach Specialist.
- Must be able to communicate effectively and be organized in their daily tasks.
- Must be able to work closely with co-workers and other employees.
- Must be able to present ideas and recommendations in a clear and concise manner.
- Must use good judgment and possess and use effective problem-solving skills.
- Use basic math, reading and writing skills.

PSYCHOLOGICAL CONSIDERATIONS

- Must remain aware at all times of safety issues and use good judgment.
- Must have the ability to deal with other people under stressful situations.
- Be able to work under stressful conditions including assisting in providing basic first aid.
- Must be able to work independently.
- Must show leadership and initiative and motivate participants.

PHYSIOLOGICAL CONSIDERATIONS

- May need to respond to situations quickly and accurately.
- Must be in good physical condition.