

Marion Family YMCA

POSITION DESCRIPTION

TITLE: Active Older Adult Instructor

SUPERVISOR: Wellness Director

DATE: July, 2018

Position Overview: Under the direction of the Wellness Director and in accordance with the Strategic Road Map of the Marion Family YMCA, position instructs specific exercise classes following prescribed program format while providing excellent service to class participants in a safe, enjoyable, and positive environment that promotes member wellness and engagement. Instructors must role model the YMCA values of caring, honesty, respect and responsibility and work daily to develop personal and meaningful relationships with members, staff, and guests.

Position Requirements: Position requires a compassionate individual with education or experience in fitness, wellness or healthcare. Individual must be able to fully carryout responsibilities with little supervision and demonstrate good judgment. Individual must hold, and maintain, specific class certifications and are encouraged to obtain YMCA Healthy Lifestyles and Principles and Foundations of Group Exercise Instructor (if not required). Incumbent must have and maintain current certifications in CPR with AED and First Aid. Must be at least 18 years of age.

PHYSICAL REQUIREMENTS: While performing the duties of this job, the employee is regularly required to stand, walk, talk, hear, reach, bend and lift up to 25 lbs. The employee must have the ability to conduct classes and activities related to fitness, and the ability to perform all physical aspects of the position, including walking, standing, bending, reaching and lifting.

ESSENTIAL FUNCTIONS:

1. Build meaningful relationships with members and participants; help members connect with one another and to the Y; create a welcoming community within the class.
2. Work daily to nurture the potential of youth and teens; help people improve their well-being; and provide opportunities for people to give back and support their neighbors.
3. Lead classes to accomplish the Y mission and goals providing an environment that meets members' wellness needs and builds relationships among participants.
4. Prepare class material and present to participants in specific class format following all prescribed lesson plans, tenants, procedures and policies.
5. Maintain knowledge of Y wellness related programs, and general wellness trends to provide effective information and support to members.
6. Follow all basic program standards including greeting participants five minutes prior to class start, keeping accurate attendance records, and learning participants' names.
7. Ensure that appropriate equipment is accounted for and ready for class use; properly store equipment after each class.
8. Work in a safe manner to avoid accidents and injuries.
9. Attend all required in-service trainings and staff meetings.
10. Follow YMCA policies and procedures; respond to emergency situations.
11. Assist supervisor, Executive Director and staff team as necessary / requested to ensure successful outcome of Y operations and mission.
12. The incumbent must be able to fulfill the above job requirements by purposefully and seamlessly challenging her/himself and others to accept and demonstrate the positive values of Caring, Honesty, Respect and Responsibility.

EFFECTS ON END RESULT:

The effectiveness of the incumbents' fulfillment of this position should be measured by:

1. A Y that has strong relationships with its members and donors as reflected in membership retention and program participation.
2. Members are connected and supported as measured by member satisfaction surveys, program evaluations and other means.
3. Class members have a sense of community and feel as though their well-being has improved.
4. A Y that is welcoming to the community and reflects our mission and values.
5. A Y whose programs and services nurture the potential of youth and teens; improve people's health and well-being; and provide opportunities for people to give back and support their neighbors.
6. The Marion Family YMCA will be known in the Marion area as an organization that strengthens the foundations of the community.