



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

AQUATICS

Job Title: **Water Fitness Instructor**
FLSA Status: Non-Exempt
Reports to: Water Fitness Coordinator

Revision Date: 4/22/16

POSITION SUMMARY:

Instructs Water Fitness classes in a safe, enjoyable, and positive environment that promotes member wellness and engagement in accordance with YMCA policies and procedures.

ESSENTIAL FUNCTIONS:

1. Leads energizing, fun, safe, and educational group classes, as directed by the supervisor, to accomplish the YMCA mission and goals.
2. Answers questions from members to support them in achieving their goals related to healthy living. Maintains working knowledge of wellness and trends to provide effective information and support to members.
3. Builds effective, authentic relationships with members; helps members connect with each other and the YMCA.
4. Attends staff meetings and trainings as scheduled.
5. Follows all YMCA policies, rules, regulations and procedures, including emergency and safety procedures. Completes incident and accident reports as necessary.
6. Organizes and puts away needed class equipment. Reports damaged equipment.
7. Keeps accurate class attendance records.
8. Follows YMCA policies and procedures; responds to emergency situations.
9. Maintain a professional image and manner consistent with the YMCA's mission and goals.
10. Act as a role model and incorporate character development values of caring, honesty, respect, and responsibility into the daily operation of the fitness department.
11. Assume other duties deemed necessary by supervisor.
12. Arrange for coverage of shift in the event of absence.
13. Report to work in appropriate dress and ready to assume responsibilities a minimum of 15 minutes early.

YMCA COMPETENCIES:

Mission Advancement: Accepts and demonstrates the Ys 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. 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

Hammond Family YMCA

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YMCA JOB DESCRIPTION FOR WATER FITNESS INSTRUCTOR

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:

1. Minimum age requirements: 16 years of age.
2. High school diploma or equivalent required.
3. Certifications required within 30 days of hire: CPR for the Professional Rescuer, AED, First Aid, Emergency Oxygen, Bloodborne Pathogens, Westbend Trainings.
4. Certification in areas of expertise.
5. At least one year of experience teaching group wellness classes preferred.
6. Personality traits to include a professional attitude, self-initiative, personal organization, team leadership and the ability to get results through teamwork. Commitment to the YMCA core values of caring, respect, honesty and responsibility.

WORKING CONDITIONS:

1. Ability to work up to a 20-hour week, including evenings and weekends.
2. The noise level in the work environment is usually loud.
3. Ability to tolerate and be exposed to wet and/or humid conditions.
4. Ability to conduct classes and activities.
5. Ability to perform all physical aspects of the position; including leading class, walking, standing, bending, reaching, and lifting.

DRESS CODE

1. Name badges
2. Swim trunks or bathing suit (one-piece bathing suit for women)
3. Black or khaki pants, capris or shorts (must be knee-length)
4. Sandals (only on deck- no Crocs)
5. Gym shoes (while in other areas of the building)

CELL PHONES

Employee shall not use cell phones and/or other devices while on shift. The use of the YMCA phone will be available. Usage of cell phone/electronic device will result in disciplinary action and/or termination. Employees may not take pictures or video of patrons on personal devices.