

**YMCA OF THE GREATER TRI-VALLEY
JOB DESCRIPTION**

Job Title: Aquatics Fitness Instructor

Department: Aquatics Department

Reports to: Aquatics Program Director or Coordinator

General Function:

Under the direction of the Health Enhancement Director, a Water Fitness Instructor will conduct classes that comply with the standards of the certification held as well as the YMCA's mission and teaching philosophy.

Essential Function:

A Water Aerobics Instructor must be an energetic, dedicated and motivated individual who enjoys teaching fitness to groups of adults. A Water Aerobics Instructor must be able to communicate verbally and project voice across a distance in a loud situation, while performing the workout in water ranging from 80-90 degrees for one to three hours. A Water Aerobic Instructor must demonstrate and enforce the core values of caring, honesty, respect and responsibility that make up the YMCA's character development program.

Position Requirements:

- Strongly recommended professional certifications that pertain to water exercise and fitness or willing to obtain within the first 3-6 months of employment. Examples include, but not limited to; YMCA, ACE, AFAA, ACSM, AEA, etc.
- Be committed to the mission and goals of the YMCA.
- Current certification in Community CPR and First Aid.
- Strongly recommended YMCA or American Red Cross Lifeguard certification.
- Full working knowledge of the facility's safety and emergency procedures.
- Ability to see and hear noises in the aquatic environment and able to recognize swimmers who are in distress.
- Patience and persistence coupled with the ability to relate to children and/or adults in a caring, professional manner.
- Demonstrate sound judgment in handling issues with staff and members.

General Duties and Responsibilities:

- Follow the YMCA Standards, know, understand and follow all room guidelines, policies and chain of command of the YMCA facility.
- Be responsible for knowing and assisting in performing the Emergency Action Plan (EAP). As well as, completing and turning in accident/incident reports IMMEDIATELY after occurrence.
- Assist lifeguards during transition times and emergencies.
- Notify the Program Director and/or Coordinator, building supervisor or other staff member whenever a potentially serious problem is noticed concerning the pool or pool area.

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- Attend all staff meetings, debriefings, trainings and in-services. If you are unable to attend make-up responsibilities must be completed in a timely fashion.
- Be responsible for renewing all required certifications. Instructors are also encouraged to continue their aquatic education through additional trainings.
- Be responsible for finding own qualified substitute for any absence.
- Teach every class scheduled through the entire session.
- Prepare a workout based on the needs and the ability of participants and provide a visual of adaptations. Arrive on deck 10 minutes prior to the start of the first class and have all necessary equipment ready before class. Start and end classes on time. Learn the students' names as well as teaching them yours. Be responsible for safety of students and never leave a class unsupervised.
- Be in the water with the class unless demonstrating or observing movement.
- Be responsible for putting own equipment away.

Effect on End Result:

1. Each member that takes part in a YMCA water fitness class not only is challenged to exercise within his/her target heart range but will also strengthen his or her body, mind, and spirit.
2. A pool environment that gives members a sense of safety, fun and belonging as evidenced in membership retention.
3. A high quality Aquatics or Fitness Department consistent with the purpose and mission of the YMCA and the needs of the community.
4. A pool environment that implements character development through the demonstration and teaching of the values of caring, honesty, respect and responsibility.

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.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel objects, tools, or controls; and talk or hear. The employee frequently is required to reach with hands or arms. The employee is occasionally required to stand; walk; climb or balance; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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While performing the duties of this job, the employee is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, and risk of electrical shock. The noise level in the work environment is usually moderate.

Employee Statement: I have read and understand the above job description. I understand that I must follow all the policies and standards put forth to me in this job description, the Employee Handbook, and any other departmental or association policies. I certify that I have shown proof of required certifications and will maintain current certifications as listed above.

Employee Signature: _____

Supervisor's Signature: _____

Date agreement reached: _____