

YMCA of Greater Seattle

JOB DESCRIPTION

Job Title: **Water Exercise Instructor**

Range: H

Job Number: 4125

Unit: All Branches

Date Revised: 01/08

FLSA Type: Non-Exempt

YMCA: Various

Page 1 of 2

GENERAL FUNCTION

Instructs water exercise classes and provides motivation for class participants. Acts as a liaison and champion for YMCA Total Health.

ENTRY REQUIREMENTS

1. 18 years of age or older.
2. Current state approved first-aid certification. *
3. CPR for the Professional Rescuer. *
4. Water Fitness Instructor or equivalent. **
5. Ability to demonstrate proper water fitness techniques.
6. Demonstrated knowledge of fitness protocol.
7. Prefer knowledge of, and previous experience with, diverse populations (language, culture, race, physical ability, sexual orientation, etc.). Ability to speak any language in addition to English may be helpful.

* Within 30 days of employment, or first available training.

**Within six months of employment, at first available training. If

CORE COMPETENCIES

1. Supports the Mission, Vision and Direction of the YMCA: Understands and supports the mission of the YMCA; displays the YMCA values; displays flexibility and accepts change; is willing to try new methods and make suggestions; shows a strong commitment to the YMCA; conveys enthusiasm for the YMCA and his/her work.

2. Builds Community: Understands and embraces the role of volunteers; helps members and participants make connections to others and to the YMCA; practices effective relationship-building techniques; supports the role of fund-raising in achieving the YMCA mission.

3. Provides a Quality Experience for Members, Participants, Internal Customers and Others: Possesses the ability to deliver outstanding experiences for members, participants, internal customers and others; builds warm and supportive relationships; consistently greets and assists everyone in a positive way; strives to provide service that will exceed expectations; responds to concerns and complaints in a way that makes each person feel valued; initiates action for prompt resolution; looks for better ways to serve and involve members, participants, internal customers and others.

4. Works Productively: Demonstrates responsible actions; consistently performs duties in a safe and conscientious manner within the agreed upon timeframe; follows standards, policies, and

procedures; is reliable and consistently punctual; actively participates in staff meetings, required trainings, and other work related activities; uses good judgment; uses YMCA resources appropriately and efficiently.

5. Uses Effective Personal Behaviors/Communicates Effectively: Treats everyone with courtesy, respect and consideration; displays integrity; listens actively and genuinely; communicates in a clear and pleasant manner; embraces differences among people; demonstrates an active willingness to learn and grow; accepts constructive criticism; works cooperatively as a team member.

PRINCIPAL ACTIVITIES

1. Plans and leads water fitness classes in accordance with YMCA guidelines.
2. Develops positive relationships with class members/participants providing motivational support and guidance.
3. Increases class member/participant awareness of all healthy lifestyle factors.
4. Organizes and puts away class equipment and reports equipment problems.
5. Maintains records as appropriate (i.e. class attendance).
6. Follows all YMCA policies, rules, regulations, and procedures, including emergency procedures. Completes incident and accident reports as necessary.
7. Attends staff meetings and applicable trainings approved by supervisor.
8. Trains and supervises volunteer class aides as assigned.
9. Encourages member involvement and identifies potential volunteers.
10. Conveys basic knowledge of all program areas to members and participants and as appropriate referring members to appropriate Total Health program or staff member.
11. May make follow up motivational phone calls to Total Health participants.
12. May assist with total health orientation.