

YMCA of Greater Seattle

JOB DESCRIPTION

Job Title: **Wellness Instructor I**

Range: F

Job Number: 4198

Unit: All Branches

Date Revised: 01/08

FLSA Type: Non-Exempt

YMCA: Various

Page: 1 of 2

GENERAL FUNCTION

Instructs wellness and/or related classes. Acts as a liaison and advocate for YMCA Total Health/Activate America.

ENTRY REQUIREMENTS

1. Current state approved first aid certification. *
2. Current state approved CPR for the Professional Rescuer certification.
3. High school education or equivalent preferred.
4. Twenty-five hours of practical experience as fitness class instructor, or equivalent (6-week instructor training course-shadowing experience)
5. YMCA Healthy Lifestyles Principles, Foundations of YMCA Group Exercise** or previous YMCA or outside certification.
6. Listen First Level I* and II** training
7. Ability to respond to safety and emergency situations.
8. Ability to set up, move and store class equipment.
9. 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 at first available training.

** Within 90 days of employment or at first available training.

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 for and instructs wellness/fitness and/or related classes following Association standards and guidelines. Observes and discusses individual progress with participants.
2. Develops positive relationships with participants and facilitates relationships among participants and members. Provides motivational support and guidance.
3. Increases participant awareness of all healthy lifestyle factors.
4. Encourages involvement and identifies potential volunteers.
5. Sets up and takes down class equipment. Reports equipment problems.
6. Attends staff meetings and approved trainings as required.
7. Ensures safe and effective workouts. Responds to, and reports, accidents and incidents.
8. Conveys basic information on Y Total Health/Activate America
9. Accurately maintains related records.

Note: This entry-level position is typically responsible for traditional exercise classes such as, for example: Step, Aerobics, Kickboxing, Senior Physical Activity classes, and others.