



**Range:** Temporary/Seasonal  
**Date:** February 5, 2019  
**FLSA:** Non-exempt  
**Position Type:** Safety Sensitive

### **AQUA FITNESS INSTRUCTOR**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed with the job.*

#### **DEFINITION**

Responsible for instructing/leading quality water-based group fitness classes, monitors and educates participants on fitness and safety, and maintains a safe, enjoyable, professional and positive environment.

#### **SUPERVISION RECEIVED AND EXERCISED**

Receives direction from the Recreation and Aquatics Supervisor or designee.

**ESSENTIAL AND MARGINAL FUNCTION STATEMENTS**--*Essential and other important responsibilities and duties may include, but are not limited to, the following:*

1. Choreograph, lead and instruct scheduled classes, beginning and ending on time; provide adequate warm-up, exercise, stretching and cool down.
2. Instruct participants on effective workout methods; explain proper techniques and demonstrate exercises.
3. Responsible for set-up and break-down of equipment, music and tools used for class.
4. Assist guests, answers inquiries from patrons and the public, and maintain a positive exercise experience for class participants.
5. Collect program fees and maintain records and document relating to the class/program.
6. Complete and maintain accurate administrative and record keeping tasks, including, but not limited to, daily attendance records, written consent forms, participant evaluations, and accident injury reports.
7. Communicate effectively with lifeguards/pool staff on duty and act as a team in an emergency.
8. Maintain a sanitary and clean pool environment, free from defective equipment and unsafe conditions.
9. Maintain the ability to perform water surveillance consistently.
10. Attend and participate in scheduled staff meetings and mandated trainings.
11. Adhere to all facility safety and emergency procedures, guidelines, and instructions, including emergency action plan, staff handbook and Safety Data Sheet use and location.
12. Enforce pool and facility rules in a consistent and professional manner using positive and corrective feedback.
13. Take precautions and preventative action necessary to ensure the safety of pool users and staff.
14. Present professional and positive appearance and attitude at all times, and maintain a high standard of customer service.
15. Perform other duties as assigned.

## **QUALIFICATIONS**

### **Knowledge of:**

Knowledgeable on key elements and strategies for planning, preparing and implementing effective and safe water-based group fitness classes.

### **Ability to:**

- Demonstrate and communicate clear instructions.
- Motivate class participants in a professional and positive manner.
- Build and maintain strong participant enrollment.
- React calmly and effectively in emergency situations.
- Pass a pre-employment physical skills evaluation and drug test.
- Work as a team member and respond positively to situations involving patrons and staff.
- Maintain good public relations and customer service skills.
- Work in organized team efforts and assist in problem solving work related issues for continuous improvement in work efforts.
- Encourage and facilitate environment for building team efforts and problem solving of work related issues by employees.
- Ensure necessary training and other technical support for building an environment that encourages teams and continuous improvement.

**Experience and Training Guidelines:** *Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

### **Training**

Certified Instructor (ACE, AFAA, AEA), water specialty/certification preferred, but not required.

## **WORKING CONDITIONS**

### **Environmental Conditions:**

Indoor and outdoor recreational facilities/swimming pool; exposure to heat, cold, potentially hazardous chemicals, toxic materials; work in water; work on slippery or uneven surfaces, and carry and lift up to fifty (50) pounds.

### **Physical Conditions:**

Essential and marginal functions may require maintaining physical condition necessary for moderate or light lifting; sitting, swimming, diving, walking or standing for prolonged periods of time; repeated bending; general manual dexterity.