

**Job Title:** Group Exercise Instructor  
**Agency:** The Jewish Community Center  
**Supervisor:** Group Exercise Team Leader  
**Work Schedule:** Varies

## **Qualifications**

### **Education & Certification**

- Current group exercise certification, such as ACSM, ACE, AFFA, NETA, AAI/ISMA etc. or equivalency and maintain certification standards.
- Must have current CPR certification.
- Must have current First Aid certification.
- Instructors teaching licensed/branded formats (e.g. Zumba) must also be trained and licensed to teach those formats
- Completion of various background checks and clearances, including fingerprinting

### **Experience**

- Minimum of one (1) year of aerobic teaching experience required.

### **Personal Skills**

- Dependable and punctual
- Strong leadership qualities
- Energetic, enthusiastic and motivational with large groups
- Excellent physical condition
- Professional manner and appearance
- Basic practical knowledge of human anatomy and kinesiology
- Organized and creative
- Good verbal and interpersonal skills

### **Group Exercise Instructor Duties & Responsibilities**

- Provide safe group fitness class with a variety of movement.
- Attempt to know each exercise participant's name and their individual fitness goals.
- Inspire each participant to achieve his or her individual fitness goals
- Ensure the safety of all exercise participants at all times.
- Vary exercise routines while complying with established formats and standards.
- Monitor and record class attendance.
- Greet each member and guest with a smile and personalized comment.
- Circulate around the exercise area while instructing.

### **Group Exercise Instructor Employee Expectations**

- Leave the Aerobics Studio area clean. The cleanliness of the Aerobics Studio is each employee's responsibility.
- Be a great ambassador for the JCC by continuing to learn member's names and inquire about their program and refer members where appropriate to other JCC Health and Fitness services.
- Never participate in gossip about the JCC, its employees or other contractors. Any concerns must be directed to the Health & Fitness Director. (Constructive suggestions and solutions from employees are always welcome).
- Enforce and adhere to policies set by the JCC of the Lehigh Valley Handbook.
- Ensure fitness attire is clean, professional and appropriate for the specific clientele and atmosphere.
- Enthusiastic about group exercise classes and enjoy creating and delivering new, fresh and innovative routines.
- Ability to teach to a variety of ages and abilities.
- Confident in your professionalism with a positive attitude and a passion to motivate others.
- A professional who is collaborative and a flexible leader in and out of the studio.

### **Customer Service Statement**

The Group Exercise Instructor shares in the JCC's commitment to provide excellent customer service to its members. He/she should be professional in all of his/her relationships with members and guests. He/she should take the time to learn the names of as many individuals as possible and to make sure that individual members are pleased with the services and programs provided by the JCC.

### **DISCLAIMER**

Every effort has been made to make this job description as complete as possible. It in no way states or implies that these are the only duties required. Other duties apply that are assigned.