



Job Title: Gymnastics Instructor
Reports To: RecPlex Director/Gymnastics Director
FLSA Status: Non-Exempt
Revision Date: January 10, 2022

General Function: The Gymnastics Instructor is an integral team member that is responsible for assuring that classes are held consistently, and begin promptly on time. The Gymnastics Instructor is to manage classes and teach basic fundamentals of the sport of gymnastics in a fun and friendly environment.

Job Responsibilities

- Smile - #1 Responsibility
- Be attentive, aware, and engage with all individuals who enter the YMCA
- Assist all individuals who attend classes with a caring, helpful attitude
- Present a professional appearance adhering to the YMCA dress code : athletic gear suitable for coaching youth sports & YMCA staff shirt -No Personal Cell Phone Usage at any time while instructing classes -No texting at anytime while instructing classes
- Arrive on time -Secure your own shift coverage when you are unable to work your scheduled shift
- Attend Staff Meetings as scheduled by RecPlex Director and/or Gymnastics Director
- Take attendance every class
- Ensure your class participants have signed all necessary waivers
- Come prepared with lesson plan ready for the classes you are teaching
- Responsible for checking wheniwork app for scheduled shifts
- Complete Incident and Accident reports immediately providing copies to CEO, RecPlex Director, and Department Director when needed.
- Maintain a neat and efficient work area
- Keep yourself familiarized and up to date with your sport
- Lead by example by following the same rules set forth for your participants
- Enforce Membership and Facility policies
- Know and understand emergency protocol such as fire alarms, tornado drills, etc.
- Assist Program Directors when needed
- No eating during classes
- More than 2 call-offs with no coverage will be grounds for immediate termination
- Other duties as assigned by the RecPlex Director or Gymnastics Director

Education/Experience Required :

Strong knowledge of the sport of Gymnastics minimum
Must be at least 16 years of age
Pass FBI and BCI background checks if 18 years of age or older Work Permit if under 18 years of age
Proficient ability to show patience and ability to work with preschool and elementary aged children

Training/Certification Required:

Maintain current First Aid, CPR and AED certifications
Complete "Heads-On" Concussion Training
Complete Darkness 2 Light Training Complete other trainings and e-learnings as needed *Child Sex Abuse Prevention training must be completed within the first 90 days of employment and every 3 years after

Working Conditions

Works indoors in adequate space with adequate temperatures, ventilation and lighting. Some Outdoor work in various weather

Works with average noise and disruptions.

Works with above average stress Normal exposure to dust and dirt.... And chalk!

Subject to stressful situations

Subject to working with children and errant limbs of gymnasts

Subject to communication with parents as needed

Equipment management

Occasional lifting of equipment, general cleaning including but not limited to taking out trash, sanitizing high touch surface areas, cleaning spills, putting equipment used for class back into it's designated space.– some of which may be quite heavy.

Spotting is required.

Physical and Mental Conditions Required to stand, walk, sit, reach with hands and arms, climb stairs, balance, stoop, kneel, crouch, crawl, talk and hear Dexterity requirements range from simple to coordinated movements of appendages and torso to carry out job duties

Specific vision abilities required include close vision, peripheral vision, depth perception, and the ability to adjust focus Light to medium work, with occasional lifting/carrying of objects with weights to 40+ pounds.

Must be able to cope with mental stress of the position

Must be able to endure working shifts with no break

Effect on End Result

Provide a cheerful, welcoming environment that makes members and potential members experience the YMCA culture as we continue to focus on youth development, healthy living, social responsibility and community.

General Sign-Off

The employee is expected to adhere to all Robert K. Fox Family YMCA policies and to act as a role model in the adherence to the Robert K. Fox Family YMCA policies and procedures. I have read and understand the explanation, expectation and requirements of the Gymnastics Instructor job description.

Employee's Signature

Date

Supervisor's Signature

Date