

## Job details

### Pay

\$31.00 - \$33.00

### Job Title

Indoor Cycling Instructor

### Job Type

Part-time

### Location

Somerville, MA



## SUMMARY:

The Indoor Cycling Instructor is responsible for presenting a positive and competent image of Somerville Y through quality programs designed to meet the needs of the community. Well prepared, relevant, safe, and effective programming will be taught in a professional manner, resulting in friendly, convenient, and courteous service. The Indoor Cycling Instructor will be responsible for the creation and implementation of high-level fitness routines that combine cutting edge trends with well-established basic choreography to ensure a safe, healthy, and constructive environment for all participants.

## ESSENTIAL JOB FUNCTIONS:

### 1. PROGRAM ASSIGNMENTS

- Immediately recognize and respond appropriately to any incident or aquatic emergency.
- Maintain current CPR, First Aid, and Nationally recognized Group Fitness certifications
- Compile program records including: attendance, questionnaires, evaluations, and accident/incident reports when necessary
- Assist with special promotional activities (open house, demonstrations, health and fitness fairs and verbal announcements)
- Be prepared to teach new routines at the start of a new session/schedule
- Ensure that a safe and healthy environment exists for exercise
- Arrive to teach class in advance of the scheduled time to greet participants, answer questions and address concerns
- Dress appropriately for teaching exercise classes
- Arrive well-prepared, music cued and routine thought out
- Learn the names of participants who attend your classes
- Share educational information with your class participants
- Teach classes with energy and enthusiasm
- Note new participants and help them to feel comfortable
- Keep up-to-date on safety and fitness trends
- Find a substitute instructor if unable to teach and record it appropriately
- Exceed member expectations by “going the extra mile”
- Handle member complaints and concerns quickly and effectively
- Behave as a role model for a fit and healthy person
- Motivate class participants to the best of your ability
- Enforce group fitness rules pertaining to age, footwear, lateness, etc.

### 2. FISCAL ASSIGNMENT

- Maintain accurate attendance records and make sure all participants are registered properly and fully paid if applicable

### 3. FACILITY & HOUSEKEEPING ASSIGNMENTS:

- Maintain a safe and clean class environment
- Inspect program equipment weekly and report in writing any/all repairs or replacements that may be needed
- Ensure area is neat and clean at all times

### YMCA LEADERSHIP COMPETENCIES - LEADER

- **Mission Advancement:** Accepts and demonstrates the Y's values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fundraising.
- **Collaboration:** Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person's point of view and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.
- **Operational Effectiveness:** Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work, and actively participates in meetings. Follows budgeting policies and procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.
- **Personal Growth:** Pursues self-development that enhances job performance. Demonstrates an openness to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths, and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

### EDUCATION, EXPERIENCE AND PHYSICAL REQUIREMENTS (Minimum):

- Minimum 18 years of age
- High School Diploma or equivalent
- Current CPR, First Aid and Nationally recognized Group Fitness certifications
- Attend Principles of YMCA Health and Fitness Workshops when offered
- Must be timely, well-organized and prepared in advance to teach classes
- Must be in excellent physical condition and possess the ability to lift up to 45 pounds using proper technique
- Must be able to think independently and develop routines for teaching specific exercise classes
- Must be able to keep confidences and practice discernment
- Must be flexible to meet requirements of the position including possible evening, weekend and holiday hours
- Must possess extensive practical experience and a strong interest in the health/wellness or related field, or have passed the YMCA Exercise Instructor I certification course
- Must obtain certification through ACE, ACSM, or other approved nationally accredited organizations within one year of hire
- Must be alert and aware of signs of exercise-induced distress
- Must have adequate vision to review documents; hearing adequate to interact with the public
- Performs other duties as assigned.