Position Description

**JOB TITLE:** Group Fitness Instructor  
**DATE REVISED:** February 24, 2014

**CLASSIFICATION:** Part Time  
**DEPARTMENT:** Campus Recreation

**REPORTS TO:** Coordinator of Fitness and Wellness  
**PAY RATE:** Pending Certification

**Essential Responsibilities**
Provide safe and effective group fitness classes and instruction to all members regardless of ability levels within the campus recreation center while upholding a premium level of customer service by arriving to class early, greeting participants, assisting with questions and concerns, and ensuring a safe and clean fitness area.

**Specific Responsibilities**
- Communicate effectively with the Coordinator of Fitness and Wellness and the Graduate Assistant of Fitness and Wellness through phone, email, or in person
- Enforce all program policies and procedures as it pertains to the class and facility
- Enforce all building policies and procedures and assist as needed during emergencies
- Attend all group fitness and department meetings and cleanings
- Possess current CPR/AED and First Aid certifications and complete all audit skills testing
- Possess current nationally recognized certification in desired fitness class. Examples include but are not limited to: ACE Primary Group Fitness Instructor, AFAA Primary Group Fitness Instructor, Madd Dogg Spinning Instructor, Pilates, Zumba
- Successfully complete the UFit Instructor In-House Training certification and obtain a nationally recognized fitness certification within six months if not previously nationally certified
- Successfully clock-in and out upon arrival and departure of all classes
- Other duties as assigned

**Minimum Requirements**
Degree seeking student at UAB. Leadership and supervisory abilities. Ability to work independently. Knowledge of standard practices in recreational sports and fitness. Ability to thrive in an environment that values high expectations, accountability, and balanced lifestyles.

**Human Relations**
Internal contacts include staff at all levels. External contacts include external customers. Contact involves troubleshooting, informing, exchanging information, negotiating, making recommendations, and giving information or instructions.

**Competencies**
[The competencies listed below are representative of the knowledge, skills, and/or abilities required to perform each essential function.]
Technical Competencies
- Basic computer competency

Professional Competencies
- Ability to handle customer service issues as it relates to the fitness activity.
- Ability to communicate effectively with patrons and professional staff.
- Ability to multitask and manage time effectively and efficiently.

Work Environment and Physical Demands
(The demands marked below are representative of those that will be required to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Please indicate below where reasonable accommodation may be needed.)

Work Environment
- Participation in fitness studios surrounded by loud music and noise.
- Extended periods of time standing, jumping, swiftly moving, and other general physical movements.

Physical Demands
- Eye-hand coordination.
- Hearing and talking.
- Extended periods of activity and communicating.

Employee Acknowledgement

By signing below I acknowledge that I have read and understand the purpose, essential responsibilities, minimum requirements, competencies, work environment, equipment, and physical demands required of my job as described above. Further, I acknowledge that if, because of a disability, I need an accommodation in order to perform the essential functions of my job, I will notify the human resources department, who will work with me to determine what, if any, reasonable and effective accommodation can be made.

The above statements are intended to describe the general nature and level of the work being performed by people assigned to this position. I understand that this is not an exhaustive list of all duties and responsibilities, and that Centers reserves the right to amend and/or change responsibilities to meet business and organizational needs.

____________________________________  ______________________________________
Employee                                      Date