



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

ATHENS-MCMINN FAMILY YMCA JOB DESCRIPTION

Job Title: **Group Exercise Instructor**

FLSA Status: **Non-Exempt**

Status: **Part-time**

Reports to: **Healthy Living Coordinator**

Job Code: **P10**

Hours: **Varies**

Department: **Health & Wellness**

Revision Date: **05/5/2026**

POSITION SUMMARY

Instructs group classes in a safe, enjoyable, and positive environment that promotes member wellness and engagement in accordance with Y policies and procedures. In addition, every position in the Athens-McMinn Family YMCA is responsible for upholding the Christian principles that are central to our mission by modeling behaviors that exemplify the Y's core values - caring, honesty, respect and responsibility.

CORE FUNCTIONS:

- Organizes and safely leads energizing, fun, and educational group classes, as directed by the supervisor, to accomplish the Y mission and goals.
- Builds effective, authentic relationships with members; helps members connect with each other and the Y and actively participate in the Y's annual support campaign.
- Within the scope of practice; answers questions from members to support them in achieving their goals related to healthy living. Maintains working knowledge of wellness and trends to provide effective information and support to members.
- Follows all Y policies, rules, regulations and procedures, including emergency and safety procedures, and child abuse prevention and protection policies. Completes incident and accident reports as necessary.
- Serves as a role model for a healthy lifestyle and superior customer service. Interprets the YMCA as a membership organization. Represents the YMCA positively and maintains a good and friendly relationship with the YMCA members and staff, addressing each by name.
- Keeps accurate attendance records. Also responsible for storage and maintaining of the audio and studio equipment.
- Attends staff meetings and trainings as scheduled, including abuse prevention training.
- Other duties may be assigned

WORK SCHEDULE:

The part-time work schedule may vary. The hours will vary by instructor and will be during our normal business hours (Monday – Friday 5am-9pm, Saturday 8am-5pm and Sundays 8am-5pm) but could include a special event.

SUPERVISORY RESPONSIBILITIES:

There are no supervisory responsibilities.

REQUIREMENTS

QUALIFICATIONS:

Individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION AND/OR EXPERIENCE:

There are no education requirements. At least one year of experience teaching group wellness preferred. Area(s) of expertise certifications and training required.

REASONING ABILITY:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or scheduled form.

WORK ENVIRONMENT:

While performing the duties of this job, the employee is regularly exposed to quickly changing room temperatures. The noise level in the work environment is usually moderately loud.

MATHEMATICAL SKILLS:

Ability to add and subtract two-digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume and distance.

PHYSICAL DEMANDS:

Frequently required to talk or hear. Must be able to conduct classes and activities. Ability to perform all physical aspects of the position; including leading class, walking, standing, bending, reaching and lifting.

LANGUAGE SKILLS:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of the organization. Must be able to project voice across distance in normal and loud situations.

CERTIFICATES, LICENSES, COURSES:

- Current CPR and First Aid; required for hire and must maintain for certification.
- YMCA Foundation of Group Exercise Certification or Group Exercise Certification; required to obtain before starting work.
- Other certifications depending on program being instructed; required at hire and must maintain certification.
- Safety Training Courses; required to complete before start work, provided by the Y.
- New Employee Orientation; required to start work, provided by the Y.
- Additional training, licenses, and courses may be required throughout employment.

SIGNATURE

I have reviewed and understand the job description for this position.

Employee's name

Employee's signature

Date