



Job Title: Gymnastics Instructor (hourly)

Reports To: Gymnastics Director

Department: Youth Development

Salary: \$16-\$17.50/hour depending on experience

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Responsible for and supervises a group of children in a gymnastics class or camp
- Attend all staff meetings and trainings
- Become knowledgeable about USAG progressions, technical information, proper spotting techniques, and teaching methods
- Maintain class control and inform students of safety and gym rules
- Evaluate student progress at regular intervals
- Learn children's names and take role daily
- Dress professionally: staff shirt, athletic or stretch clothing, minimal jewelry, no chewing gum
- Participate in and demonstrate warm-ups, stretching, and skills
- Maintain a professional attitude
- Follow and enforce all YMCA policies, goals, and philosophies
- Create and maintain a positive image at all points of contact with the public
- Guides skill development that is consistent with YMCA values. Ability to serve as a positive role model and mentor in sportsmanship.
- Ensure students are aware of rules, expectations, and goals. Setting realistic and age-appropriate expectations for participants.
- Adheres to program standards including safety protocols and maintains equipment, materials and cleanliness of camp spaces. Assists with opening and closing procedures and set up and tear down of equipment.
- Follows YMCA policies and procedures, including those related to medical and disciplinary situations, child abuse prevention and emergencies.
- Cultivates positive relationships and maintains effective communication with parents, students and other staff. Models relationship-building skills in all interactions.
- Must successfully pass a security clearance.
- Perform other duties as assigned.

JOB DUTIES

- Maintain punctual, regular, and predictable attendance.
- Must be responsible and pay attention to details.
- Able to work alone as well as collaboratively in a team environment with a spirit of cooperation and sportsmanship in sports.
- Maintain a positive image at all points of contact with members of the public.
- Assist program directors with specific tasks as assigned.
- Maintain professional attitude/manner and respectfully take direction from supervisor.



QUALIFICATIONS

- Previous experience as a gymnast, teaching gymnastics, or working with children in a childcare, camp, or classroom setting.
- Child Abuse Prevention training and CPR certification within 30 days of hire date
- Previous experience with diverse populations is preferred; the ability to develop positive, authentic relationships with people from all backgrounds
- Excellent communication and interpersonal skills
- Ability and willingness to fulfill responsibilities in accordance with program goals
- Knowledge and skills in leadership, sports, coaching, child development, etc. (or willingness to learn)

Ability to perform essential job duties with or without reasonable accommodation and without posing a direct threat to safety or health of employee or others. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL DEMANDS

- Ability to walk, run, stand, squat, and sit for long periods of time.
- May be required to lift and/or carry items up to 50 lbs.
- Partake in sports related activities/drills/demonstrations

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Employee Signature: _____

Employer Representative: _____

Date: _____

The statements of this job description are intended to describe the general nature and the level of work being performed by people hired for this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required for this position.

Prepared by: Gymnastics Director

Prepared Date: 4/25/2024

Approved by: Senior Program Director

Approved Date: 4/25/2024
