

**Position Title:** Group Fitness Instructor

**Status:** Student Part-time/Hourly

**Location:** California State University East Bay, Hayward, CA

**Reports To:** Fitness Programs Coordinator

## **Position Description**

Under the direction of the Director and/or the Associate Director, University Unions (UU) and Recreation and Wellness (RAW), the Group Fitness Instructor is responsible for leading Group Fitness classes and promoting the Group Fitness program at the Recreation and Wellness Center.

Additionally, Group Exercise Instructors;

- Engages in student professional development through the enhancement of the Do *Well-Being* You (U) Principles of Leadership Model including problem solving, communication, teamwork, and a commitment to the member experience;
- Assists with creating a culture of sustainability for the department and campus community by helping to fashion a more just, humane, and sustainable world;
- Upholds policies, procedures, and environmental strategies to minimize risk and enhance the general safety of users and employees.

## **Essential Duties and Responsibilities**

1. Administrative
  - Regular attendance to scheduled staff meetings and semesterly All RAW meetings.
  - Keep detailed and accurate records of class attendance.
  - Ensure proper check-in of members for each group fitness class.
  - Report all injuries, vandalism, equipment needs, and problems immediately.
  - Daily completion of end-of-shift reports, logs, and/or program area specific documentation.
2. Group Fitness Instruction
  - Develop and lead safe and effective Group Fitness classes, providing modifications to accommodate all participants.
  - Ability to provide own music and programs and be comfortable leading a class.
  - Enforce studio, Recreation and Wellness Center, and University policies.
3. Outreach Events
  - Participate in RWUU outreach events promoting group fitness.
  - Assist with development and implementation of programs (Preview Period, workshops, etc.)
  - Provide collaborative support of other RWUU programs, signature events.
4. Miscellaneous
  - Maintain group fitness certifications; including CPR/AED and First Aid
  - Engagement in RWUU strategic committees and/or event planning groups.
  - Other duties as assigned.

## **Required Qualifications**

- Currently enrolled CSU East Bay student (minimum 6 units for undergraduate students; 4 units for graduate students). Summer term enrollment is not required.
- Ability to teach one or more Group Fitness formats including Dance, Mind/Body, Cardio, or Strength based, or other format as needed and able.
- Minimum of one nationally recognized Group Fitness certification or specialty certification as needed (i.e. AFAA, ACE, ACSM). Local or regional certifications will also be considered.
- Current CPR/AED and First Aid Certification

## **Preferred Qualifications**

- Previous Group Fitness instructing experience
- Experience working with diverse populations
- Outstanding customer service and interpersonal skills.
- Strong communication and leadership skills