

City of Healdsburg  
May 2023

## FITNESS PROGRAM INSTRUCTOR (Active Adults 55+)

### DEFINITION

Under direct supervision of the Recreation Supervisor, the Fitness Instructor (Active Adult 55+) is responsible for group instruction of various fitness classes, and other low-impact fitness classes for participants aged 55+; interact professionally and communicate effectively with participants and general public; adhere to class structural guidelines and time schedules; maintain patron safety in and around class site.

### EXAMPLES OF ESSENTIAL DUTIES

*Duties include, but are not limited to the following:*

- Instruct and prepare safe, effective, and enjoyable fitness classes that match industry standards and class descriptions.
- Provide adequate warm-up, exercise, stretching, and cool down time.
- Set-up any needed equipment prior to class and clean up equipment at the conclusion of class.
- Create a supportive environment and ensure every participant has a positive and successful exercise experience.
- Keep proper records of attendance for each class.
- Obtain and update necessary certifications.
- Comply with City and departmental rules, regulations, policies, and procedures.
- Perform other duties as assigned.

### TYPICAL QUALIFICATIONS

*Knowledge of:*

Principles, practices, teaching methods and techniques that provide positive motivation; of rules, strategies, and skills as it relates to group fitness instruction; of the cardiovascular system, human anatomy; exercise science and injury prevention.

*Ability to:*

Demonstrate competent technical instructor skills and instruct the assigned class; control large groups of people; follow instructions; remain current on the trends of the industry; communicate effectively to the participants when teaching skills; analyze situations quickly and objectively and to determine proper courses of action to be taken; work with little supervision or no supervision, as necessary; learn and adhere to the facility emergency procedures; establish and maintain effective working relationships with class participants, staff, and with the public.

*Experience and Training*

**Experience** – Prior experience instructing older and active adults (55+) is required.

**Training** – Equivalent to completion of the twelfth grade, and sufficient work experience to demonstrate possession of the required knowledge and abilities described above.

*Licenses and Certificates - Professional certification(s) are dependent upon class type.*

Equivalent to a Group Fitness Certification through an accredited organization (such as ACE, AFAA, or AEA) and/or certification specific to the class type is required.

Adult CPR and First Aid certifications are highly desired.

**Aquatics**

Must be a Certified Water Fitness Instructor. Certification in aqua therapy is highly desired.

Red Cross Lifeguard Training Certificate and Water Safety Instructor certificate are highly desired.

**SUPPLEMENTAL INFORMATION**

*Community Services staff must be certified free from communicable tuberculosis according to California State Law and provide the City of Healdsburg with proof of examination within the past two years. Proof of recertification is required on a four-year cycle. LiveScan fingerprint clearance required prior to entry with the City of Healdsburg.*