

University Recreation and Sport Facilities

Group Exercise Program

Position Title:

Group Exercise Instructor

Position Description:

Group Exercise Instructors create, provide, and monitor safe and effective workouts for students and facility/staff. These workouts can vary including anything from, but not limited to: weight lifting, cycling, pool exercises and cardio.

Primary Responsibilities:

1. Be a presently enrolled student of UWEC throughout the term of employment. If you status should change at any time during the term of employment, you should inform the Recreation Specialist.
2. Will be responsible for no more than four (4) classes a week.
3. Wear appropriate attire for class that one is instructing.
4. Create workouts that pertain to designated population.
5. Attended **all** meetings/trainings.
6. Provide written and verbal communication about your position, relating any problems, questions, suggestions, and situations to the Informal Recreation Director. We are always trying to improve as a unit. Your input and feedback is very important.
7. Work your scheduled classes whenever possible; cover your shift by using the appropriate substitution procedure if it is not possible for you to work. When a substitute cannot be found you are expected to be on the job.
8. Correctly fill out student time sheets.
9. Provide help and support to other employees (Example: help sub for a class when one can).
10. Currently certified in CPR/AED (trainings are offered). First Aid certification is strongly recommended.

Expectations:

1. Be punctual to class, this means being at least five (5) minutes early. This will help you get to know your participants better, and give you time to work out any problems that may arise.
2. To play appropriate music, and play it at a reasonable/respectful level.
3. As a Group Exercise Instructor, one should set a positive example for other staff members as well as participants in class.

Additional Information and Form Submission:

Vicki Reed, Interim Director

Hilltop Recreation Center

836-4931 or reedvf@uwec.edu

