

# Job Description

**JOB TITLE:** Pilates Instructor/Trainer

**DEPARTMENT:** Wellness/Fitness

**REPORTS TO:** Fitness & Wellness Director

**UPDATED:** 2/2024

**FUNCTION:** Provide state-of-the art pilates exercise instruction and private/semi-private training that significantly contributes to members' health and fitness goals. To develop and instruct fun, energetic, and motivational and quality classes for all fitness and skill levels

## Qualifications:

### Education & Certification:

- Current Pilates certification including matwork and reformer training
- Trained in Cadillac, chair, and Barrel
- Current CPR/First Aid/AED Certification

### Experience:

- Minimum two years of teaching experience required. References required.

### Personal Skills:

- Dependable and punctual
- Strong leadership qualities
- Energetic, enthusiastic, and motivational with groups
- Professional manner and appearance
- Basic knowledge of human anatomy and kinesiology
- Organized and creative
- Good verbal and interpersonal skills

## Job Responsibilities:

- Provide individual training plans based on client needs and goals
- Provide safe classes with appropriate modifications as needed for individual participants
- Learn class participants' names and create a pleasant participant experience
- Ensure that personal or mechanical problems don't detract from members' experience
- Ensure the safety of all participants at all times
- Greet each member and/or guest with a smile and personal acknowledgement
- Share responsibility for equipment cleaning
- Assist in promoting other programs within the JCC
- Develop relationships with members and encourage their success
- Comply with requests of supervisor, monitor and record class attendance as requested
- Cooperate with other instructors as able to provide substitution coverage; obtain substitute coverage when needed for absences. Notify supervisor in advance of any planned absences.

## Group Exercise Employee Expectations:

- Arrive at least 10 minutes prior to any fitness class and be fully prepared for all classes. This includes any set-up required for class
- Leave the studio area clean and remove personal belongings after each class
- Instruct class participants in equipment cleaning and storage after class, if appropriate, and supervise same
- Never participate in gossip about the JCC, its employees, or other instructors or contractors. Any concerns should be directed to the Fitness & Wellness Director
- Adhere to all personnel policies as indicated in the Employee Handbook
- Be a great ambassador for the JCC by continuing to learn member's names and inquire about their well-being and refer them to other JCC programs as appropriate.
- Teach at least 1 regularly scheduled weekly class

**Facility hours:** Monday-Thursday 5:30am-8pm, Friday 5:30am-5:45pm, Sat/Sun 8am-4:45pm.

**Attire:** appropriate for class being taught. Instructors may not wear any attire with slogans or sayings other than JCC attire or sponsor attire (Zumba, Pound, Silver Sneakers, etc.). Attire must be tasteful and not overly revealing.

## POSITION DESCRIPTION ACKNOWLEDGEMENT

Employee name (please print) \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_