



Position Title: Part-Time Group Exercise Instructor - Wellness Center
Reports To: Wellness & Fitness Director & Student Life Director
Department: Biology, Health, and Wellness
Prepared By/Date: Jennifer Brito/06-11-2010
Approved By/Date: College-wide
Revised: Donna French/07-07-2011
Job Code: 8223
Job Group: Class-R
Salary Grade: CT(Flat rate)
FLSA Status: Non-Exempt

Summary:

The Part-Time Group Exercise Instructor teaches a one-hour a week exercise class for the Student Intramural Student Life Department and Wellness/Fitness Program.

Essential Duties and Responsibilities:

- Instructs a variety of exercise classes to the Students and Employees of Miami Dade College, Kendall Campus
- Leads groups in several Cardiovascular Training flexibility, muscular strength and endurance workout programs
- Motivates participants to maintain a high to moderate activity level, in a safe and effective workout environment
- Educates students and employees on the importance of exercise in relation to their health and well being
- Performs other duties as assigned

Knowledge, Skills and Abilities:

- Knowledge of Wellness Center department, policies and class offerings
- Familiarity with College organization and policies
- Possess excellent interpersonal and communications skills (Verbal and Written)
- Ability to demonstrate expertise in all areas of fitness leadership instruction
- Possess basic level of computer skills and general knowledge of office procedures
- Possess a personal commitment to a healthy lifestyle
- Ability to professionally interact and work well in a multi-ethnic and multi-cultural environment with students, faculty, staff, and other health educators

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the noise level in the work environment is usually quiet.

Physical Demands:

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.

While performing the duties of this job, the employee is frequently required to stand and reach with hands and arms. The employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls; and talk or hear. The employee is occasionally required to walk and sit.

The employee must occasionally lift and/or move up to 10 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Essential Personnel:

Non-Essential

Minimum Requirements:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

- High school diploma, or earned credits toward a college degree in exercise science, exercise physiology, fitness and wellness or health related field and two (2) years of related experience
- Group instructor certification held by a licensed certification agency such as American Council on Exercise- A.C.E, American Federation of Aerobics Association-A.F.A.A or other equivalent
- Maintain appropriate certifications as needed and requested by law: American Red Cross Cardiac Pulmonary Resuscitation (CPR); or obtained within two (2) months of employment

ACKNOWLEDGEMENT

I have read and acknowledge receipt of a copy of my job description.

Signature

Date

Printed Name