

## **Oak Brook Park District Job Description**

**Job Title:** Water Exercise Instructor  
**Classification:** Part Time, Non-Exempt  
**Pay Range:** \$24.00- \$40.00/Hour  
**Department:** Aquatics

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### **SUMMARY:**

The water aerobic instructor will be able to lead a water aerobic or water therapy class in a group setting for a specific time allocation. The class should be fun and upbeat, but safe and easy to follow. It is the instructor's responsibility for each of his/her student safety during each class. The Instructors must be able to work on their own without direction. Must be able to handle complaints and concerns from participants and supervisor and professionally respond. The instructor should take attendance of class members and be able to explain (and demonstrate) the class format to new students. Must be certified as a Group Exercise Instructor through a nationally accredited association, relevant to the class format they teach (i.e. AFAA, ACE, YogaFit). For liability issue, all students must be registered in order to participate in the class.

### **SUPERVISORY:**

The Water Exercise Instructor reports to the Aquatic Center Manager and the Aquatic Supervisor.

### **ESSENTIAL JOB DUTIES:**

- Responsible for usage of all fitness equipment in each aerobic studios
- Provide a safe, fun, and challenging or therapeutic class to each student
- Take proper class attendance
- Dress properly and carry themselves in a professional manner.
- Responsible for finding a substitute instructor to teach his/her class when able
- Teach the class at set schedule time
- Attend all required water exercise instructor meetings
- Follow and adhere to the park district's employee policies
- Return all fitness equipment to its proper place after each class.
- Report to class early to prepare space, set up equipment, arrange music, greet guests and help check in (when necessary).
- Turn in time sheets to the Aquatic Manager or Aquatic Supervisor.
- When applicable update class description for each seasonal brochure.
- Communicate positive opinions about the park district to students or clientele.
- Recognize when a guest is in distress and follow proper EAP protocol.
- Support a quality loss control / safety program for the Park District

### **MARGINAL FUNCTIONS:**

- Assists other recreational areas/programs
- Performs other duties that may result from directives or as a result of working collectively with other members of the staff.

**PSYCHOLOGICAL REQUIREMENTS:**

- The water exercise instructor is responsible for safe and well-maintained fitness environment.
- The instructor may also have to work under stressful situations pertaining to non-pleasant members and guest.
- Must possess good safety awareness and judgment.

**PHYSICAL REQUIREMENTS:**

- Be able to withstand at least an hour of physical activity in the pool environment.
- Should be able to move water exercise equipment.
- May be exposed to high humidity and 86 degrees Fahrenheit temperature.
- Pool area floors may be slippery

**HOURS:**

Classes at the Oak Brook Family Aquatic Center take place every day during the week throughout the day. Water Exercise Instructors should expect to work less than 10 hours a week based on their class schedule.

**EDUCATION, EXPERIENCE AND TRAINING:**

This position requires at least 2-3 years experience in teaching a water exercise program. Instructors should be able to communicate clearly and efficiently to his/her students. This instructor should be in good physical condition and display a professional appearance and attitude. The water instructor should have a current water aerobic certification pertaining to their classes.

The Oak Brook Park District is an Equal Opportunity Employer