



## THE CORPORATION OF THE TOWNSHIP OF KING JOB DESCRIPTION

<b>JOB TITLE:</b> Fitness Instructor	<b>CLASSIFICATION:</b> Part-Time, Seasonal
<b>DEPARTMENT:</b> Community Services	<b>SALARY LEVEL:</b> \$30.00 - \$40.00/hour
<b>LOCATION:</b> Various locations throughout the Township	

### JOB PROFILE:

#### Function:

Under the direction of the Lead Hand – Active Living, the fitness instructors are responsible for delivering specialized fitness programs for the Township of King and ensuring that these programs are engaging for participants and being delivered in accordance to industry standards.

#### Reports to:

Lead Hand – Active Living

#### Supervision Responsibilities:

- None.

#### Duties and Responsibilities:

- Prepare and deliver fitness classes while adhering to the mandatory industry standards
- Deliver instruction to participants with a wide variety of skills levels.
- Maintain the confidentiality of all participants, citizens of the public and township staff
- Ensuring there is a safe and clean setting for each class and confirming that equipment is properly put away after each class
- Proper diffusion of escalated or emergency situations with proper paperwork (i.e. incident reports) and follow-up to the recreation supervisor.
- Ensure health and safety/departmental policies and procedures of the facility are followed by staff and participants
- Deal with incidents, problems and emergencies as outlined by departmental policies and procedures.

- Deal courteously and effectively with the general public, staff and other departments
- Staff will follow and practice the HIGH FIVE® – Principles of Healthy Child Development (Participation, Play, Mastery, Friends, and Caring Adult).

**Education/Experience:**

- Must have (1 year) fitness class instructing experience
- Valid First Aid, CPR-C and WHIMS certification/training
- Certified as a Fitness Instructor or other specialty certification (i.e. Zumba, Spin, Yoga).
- HIGH FIVE® Principles of Healthy Child Development (PHCD) is considered an asset.
- Strong organizational skills (both oral and written) with the ability to communicate with all levels of staff, stakeholders and the general public
- A team player with excellent interpersonal skills and the ability to coordinate with other departmental staff
- Required to submit a vulnerable sector screening

**Conditions of Employment:**

- Required to work in facilities within the Township of King
- Required to have flexible hours (i.e. early morning/evening and/or weekends)

Please include the name of the position you are applying as well as your availability in your application (start/end date).

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Department Head: \_\_\_\_\_ Date Approved: \_\_\_\_\_  
 Supervisor (if applicable): \_\_\_\_\_ Date Approved: \_\_\_\_\_  
 Incumbent: \_\_\_\_\_ Date Signed: \_\_\_\_\_