



Instructor Aide

DEFINITION

Under direct supervision, assist with instruction of patrons in specified recreational activities including, but not limited to, aerobics, swimming, cross country skiing, weight training, racquetball, volleyball, in-line hockey, basketball, and crafts.

SUPERVISION RECEIVED

Reports to the Recreation Supervisor in charge of the program assignment.

SUPERVISION EXERCISED

No supervision exercised.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Assist with instruction of patrons in specialized recreational activity.

Interact with patrons.

OTHER JOB RELATED DUTIES

Perform related duties and responsibilities as assigned.

ESSENTIAL JOB RELATED QUALIFICATIONS

Knowledge of:

Area of instruction (e.g., aerobics, swimming, etc.).

Ability to:

Follow oral and written instructions.

Establish and maintain effective working relationships with co-workers and the public.

Distinguish varying levels of cleanliness and take necessary measures to ensure a clean environment, (i.e. mopping, sweeping, hosing down, shoveling, window cleaning, vacuuming, polishing tables, etc.).

Possess physical conditioning required to perform duties as an aerobics, swimnastics, cross country skiing, weight training, and/or racquetball instructor. All instructor positions require the ability to effectively lead citizens in a comprehensive workout in the appropriate category.

MINIMUM QUALIFICATIONS

Experience and Training:

Any combination of education, training, and experience that would provide a familiarity with activity to be instructed.

Age Requirement:

Must be 15 years of age or older.

License or Certification:

Depending on position assignment, possession of valid CPR certificate, First Aid certificate, and/or any certifications required in area of specialization (water safety instructor, etc.).

SPECIAL REQUIREMENTS

Essential duties require the following physical skills and work environment:

Ability to stand, walk, bend, stoop, crouch, twist, and grasp; work with hands above shoulder height with up to 40 lbs.; work with arms extended at shoulder height with up to 20 lbs.; and lift or carry 50 lbs. or less and push and/or pull heavy weights (over 75 lb. weights) on a regular basis.

Effective date: October 2003

Revised: February 2009