



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

JOB DESCRIPTION

Job Title: Gymnastic Instructor

FLSA Status: Non-Exempt

Reports To: Gymnastics Coordinator

Job Grade: Part Time \$7.25- \$9.00

Location: Pittsburg Family YMCA

POSITION SUMMARY:

Provide gymnastics instruction to participants of different ages and ensure that they thrive and are successful within the program. In addition, this position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living, and social responsibility.

KEY RESPONSIBILITIES:

Program Delivery:

1. Monitor gymnastics activities of all participants, intervening to correct technique when and where necessary.
2. Observe and spot athletes as they perform on various apparatus.
3. Create and maintain positive relationships with participants, aiming to encourage them in a positive attitude.
4. Teach skills at each apparatus, following proper progressions set in place by the Gymnastics Coordinator.
5. Maintain facility cleanliness, includes bathrooms, sitting area, and equipment.
6. Prepares lesson plans for recreational classes in conjunction with Gymnastics Coordinator.
7. Attends meetings pertinent to his or her position.
8. Complete student attendance, assessments, and timesheets on time.
9. Other duties as assigned by supervisor.

QUALIFICATIONS:

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

The requirements listed below are representative of the knowledge, skill, and or ability required.

- Ability to work with children of all ages
- Able to communicate effectively with participants, parents, and other coaches.
- Be a team player, must work well with others
- Show initiative as well as leadership skills
- Ability to think creatively and with an open mind
- Must be able to pass a criminal background check
- Minimum 2 years previous gymnastics teaching, or equivalent experience preferred

YMCA Competencies:

It is important to note that job competencies are developed over time and represent the compilation of multiple abilities and knowledge required for success. It is also important to note that no one competency, of the 18, stands alone. Each competency is important and depends upon the other competencies to be supported and enhanced. The following have been identified for this position:

Values

- Consistently demonstrates the Y's values.
- Shows a genuine concern for the needs, feelings, and well-being of others, even under stress.
- Acts with integrity and credibility in all situations.

Inclusion

- Displays ease and comfort with people of different backgrounds, abilities, opinions, and perceptions.
- Works effectively with all members of a diverse team.
- Seeks out and includes others to gather new and different points of view.

Relationships

- Develops and maintains mutually beneficial relationships with volunteers, members, and colleagues at all levels of the organization.
- Puts the good of the organization ahead of personal gain or individual program.
- Welcomes opportunities to work in small communities (i.e., committees, groups, teams).

Communication

- Listens actively by asking open-ended questions.
- Verifies understanding of others’ perspectives by reflecting and summarizing what is heard.
- Uses appropriate communication methods or styles to ensure the message is understood, especially by diverse audiences.
- Utilizes and interprets body language to effectively communicate intended message.

This job description indicates in general the nature and levels of work, knowledge, skills, abilities, and other essential functions (as covered under the Americans with Disabilities Act) expected. It is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities required. Other duties, responsibilities and activities may change or be assigned at any time with or without notice. This job description does not constitute a contract of employment and the Pittsburg Family YMCA may exercise its employment-at-will rights at any time.

I understand the requirements, essential functions, and job duties of this position.

Employee Name (Print): Date:

Employee Signature: Date:

Supervisor Signature: Date:

The Y: We’re for youth development, healthy living, and social responsibility.