



City of Klamath Falls

Position Description

Position: Aqua Aerobics Instructor	Group: Non-represented/Part-time
Department/Division: Public Works/ Parks - Pool	FLSA: Non-Exempt
Evaluated by: Pool Manager	Starting Hourly Rate of Pay: Oregon Minimum Wage

Summary

An employee in this position works under the immediate supervision of the Pool Manager and/or the Pool Supervisor. Employee leads safe, engaging aqua aerobics classes for patrons of varying levels and abilities. The employee is responsible for the enforcement of policies, rules and regulations governing the conduct of patrons using the pool to ensure a safe and pleasant environment. Position is subject to varied schedules including early mornings, nights, weekends, and holidays. The Aqua Aerobics Instructor is a non-supervisory position.

Essential Duties and Responsibilities

- Lead safe and engaging group fitness classes for varying levels and abilities.
- Create an inclusive and welcoming class environment.
- Maintain aqua aerobics equipment and notify supervisor of equipment repair or replacement needs.
- Create a safe, professional, and positive environment through enforcement of policies, rules, and regulations governing the conduct of staff and patrons using the pool.
- Demonstrate professionalism at all times – especially in punctuality, responsibility, personal appearance, respectful communication, and customer service.
- Performs other duties as assigned that support the overall objective of the position.

Qualifications

▪ **Knowledge and skills**

Technical skills required for aqua and aerobics classes, variety of aqua aerobics equipment, pool rules and regulations and proper English grammar. Demonstrating authority within policy, dealing with large groups of people in stressful situations, remaining professional and helpful at all times.

▪ **Abilities**

Work with many people at the same time, demonstrate and communicate proper technical body mechanics and movements. Properly use and instruct use of water aerobics equipment, communicate proper body dynamics, safe movements and exercises; multitask. Motivate classes by instructing with positive energy and enthusiasm.

▪ **Physical Abilities**

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. Incumbent must be able to work in the outdoors and in an office environment. While performing the duties of this job, the employee must be able to sit, stand, walk, swim and, know basic water safety skills. Requires use hands to finger, handle or feel objects, tools, or controls; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee frequently is required to climb or balance. Requires sufficient hand-eye-arm coordination to use a keyboard and basic metering tools. Requires auditory ability to carry on conversations over the phone and in person. Requires visual acuity to include close and distance vision and the ability to adjust focus. The employee must regularly lift and/or move up to 50 pounds on land.

▪ **Education and Experience**

- Aqua Aerobics instruction experience
- Customer service experience

▪ **License and Certifications**

Required or completed within six-months of hire date:

- Aquatic Exercise Association Certification or equivalent
- CPR/AED/ First Aid Certification with American Red Cross or a company equivalent

Working Conditions

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee mainly works at an outdoor swimming pool exposed to weather conditions, variable temperatures, exposed to fumes or airborne particles and toxic or caustic chemicals. The employee is exposed to wet and/or humid conditions, extreme heat, risk of electrical shock, and vibration. The noise level in the work environment ranges from quiet to loud. An employee in this position must withstand exposure to variable weather conditions.

Pre-Employment

Job offers for this position are contingent upon the individual passing a preemployment drug screen, verification of all required certificates, and background checks for Aqua Aerobic Instructors 18 years of age and older.

The City of Klamath Falls is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of Klamath Falls will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.