



**Position Title:** Gymnastics Instructor

**Department / Location:** Recreation Department

**Job Classification:** Part-Time / Year Round

**Reports to:** Recreation Program Coordinator and Gymnastic Coordinator

**Supervises:** Gymnastics Participants

**Position Summary:** Provides a safe environment for the youth in the community by supervising participants, organizing and leading activities for specific gymnastics classes.

**Qualifications:**

- Experience working with youth.
- Responsible and reliable.
- Patience.
- Independent self-starter, who can work with low supervision.
- Outgoing, positive attitude.
- Great organizational and time management skills.
- Must be a good role model.
- Ability to adapt and change lessons based on the needs of the participants.
- Must enjoy working with children.

**Essential Job Functions:**

- Set up and take down equipment before and after class.
- Directs and supervises the participants.
- Plans and implements activities.
- Assures participants are getting along.
- Completes daily attendance.
- Keeps Recreation Room area clean.
- Evaluates participants
- Completes all necessary paperwork accurately and on time.
- Promotes fair play, honesty, courtesy and politeness.
- Has an emergency plan in place.
- Completes accident/incident reports when necessary.

**Special Requirements:**

- Must have reliable transportation.
- Must be available to work when assigned.