



Job Title: **Gymnastics Coach**
Category: Part-time
Shift: Various hours and days including nights, weekends, holidays
FLSA Status: Non-Exempt
Hiring Range: \$12.32 - \$14.00/Hour

Created or Revised Date: 01/12/2021

SUMMARY:

Under the supervision and guidance of a Gymnastics Head Coach, the Gymnastics Coach is responsible for coaching and instructing all skill level class participants. Teaches a variety of classes in a positive, safe, educational and fun environment.

ESSENTIAL FUNCTIONS OF THE JOB:

- Instruct class lessons as assigned in accordance with District guidelines
- Provide input on preparation of lesson plans and routines for classes. Maintains class records in an orderly and efficient manner.
- Develop positive relationships, provide motivational support and guidance to participants
- Provide excellent customer service in a timely manner by encouraging member and parent involvement
- Participate in staff meetings, trainings, events, reviews and meets as scheduled
- Responsible for class equipment. Reports damaged equipment to supervisor
- Uphold all District policies, procedures, standards and code of conduct. Follow all District emergency and safety procedures. Completes incident and accident reports as necessary
- Fulfill any functions designated by the Gymnastics Coordinator or Gymnastics Head Coach for the betterment of the program and the ability of the District to meet its mission
- Communicate openly and effectively with supervisors, co-workers, staff, participants, parent, volunteers, and other community members
- Perform additional assigned duties as required

Knowledge, Skills and Abilities:

- Ability to work with a growing recreation program and participate in collaborative activities
- Basic knowledge and physical ability to teach team and recreational programs

Required Qualifications:

- Must be at least 15 years of age
- CPR/First Aid/AED Certification or the ability to become certified at the next District sponsored training within 90 days of hire
- Must be available to work varying shifts which may include days, nights, weekends and holidays
- Working knowledge in at least one of the following areas: Gymnastics, Tumbling, Cheerleading and Dance
- Willingness to learn additional areas in the Gymnastics Center.
- Demonstrated ability to teach the development of skills and proper techniques in area of specialty
- Exercises mature judgment and sound decision-making

Core Competencies:

To perform the job successfully, an individual should demonstrate the following Districtwide competencies: Problem solving, customer service, oral communication, managing people, initiative, professionalism, punctuality, safety, teamwork, planning/organizing, and interpersonal skills.

PHYSICAL DEMANDS, JOB LOCATION AND EQUIPMENT UTILIZED:

- This position requires a high level of physical ability including standing for long periods, bending, reaching, lifting, jumping, walking, stretching, etc. Most duties are performed indoors. This position will work closely with customers of varying abilities and must be comfortable acknowledging those different abilities and aptitudes.
- Physical demands are described as medium (exert up to 50 lbs. of force occasionally, and/or up to 20 lbs. of force frequently, and up to 10 lbs. force constantly to lift, carry, push, pull, or otherwise move objects, including the human body).

Reasonable Accommodation:

Carbon Valley Parks & Recreation District will reasonably accommodate qualified individuals with a disability so that they can perform the essential functions of a job unless doing so causes a direct threat to these individuals or others in the workplace and the threat cannot be eliminated by reasonable accommodation or if the accommodation creates an undue hardship to the District.

Job Description Function and Intent:

The job functions and duties on the job description are not all-inclusive and additional functions and requirements may be assigned as necessary. Job descriptions are not intended as and do not create employment contracts. The company maintains its at-will employer status.

Note: Applicants must, as a condition of employment, pass the following pre-offer and post-offer/hire processes: Interview, reference checks, background checks that may include, local police check and, driving check through DMV.