



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.

Physical Requirements:

- The employee must be able to complete all physical requirements of the job with or without a reasonable accommodation. Physical requirements will include sitting, standing, walking, lifting, carrying, reaching, pushing, pulling.



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By signing this job description, I acknowledge that I have read and understand the duties, qualifications and requirements of the position. My signature further attests that I am able to perform the essential functions of this position with or without a reasonable accommodation. I understand that this job description does not represent a contract of employment and that the Wauwatosa School District reserves the right to change duties, responsibilities or activities with or without notice.

Employee Signature

Date Signed