



CLASSIFICATION NO. 840

Established: 5/07

Revised: 7/20, 6/24

FLSA: Non-exempt

EEO: 8

AQUATIC EXERCISE INSTRUCTOR

CLASS CHARACTERISTICS

Under direction, to instruct aquatic exercise classes at the North Clackamas Aquatic Park (NCAP); to develop curriculum and instruct participants in effective exercise techniques; to enforce NCAP safety rules and regulations; and to do other work as required.

DISTINGUISHING CHARACTERISTICS

The North Clackamas Parks and Recreation District provides aquatic, park, recreation, education and social services to senior citizens, youth, students and other County residents within the park district boundaries.

The Aquatic Exercise Instructor is responsible for the safe and effective instruction of participants in aquatic fitness exercise classes, including course design and instruction, as well as enforcement of rules and regulations. Aquatic Exercise Instructors teach these classes from the pool deck, and generally teach two to three classes per week. Incumbents within this classification are typically temporary employees.

Aquatic Exercise Instructor differs from Recreation Supervisor (Aquatics specialty) which has supervisory responsibility over program activities and staff. It also differs from the Lifeguard/Instructor and the Instructor-Swim classifications which teaches age group learn to swim lessons.

TYPICAL TASKS

Duties may include but are not limited to the following:

1. Prepares and presents safe and effective aquatic fitness and exercise courses; designs curriculum to include effective warm-up/cool down, cardio-training, stretching/flexibility/balance, and strengthening/toning for all fitness levels and ages; demonstrates use of various pieces of aquatic exercise equipment.
2. Observes participants and suggests improved breathing techniques and alternatives for skill improvement.
3. Prepares pool area and equipment; ensures aquatic exercise equipment is stored in an orderly fashion; maintains equipment in good working order for use by participants.
4. Explains and enforces safety rules and regulations for class participants; ensures a safe and effective learning environment.

5. Provides orientation, assistance and encouragement to participants with a positive, customer oriented attitude.
6. Maintains awareness of and shares new teaching methods and techniques; seeks additional training opportunities in local aquatic communities as well as national trends with Aquatic Exercise Association.

For Regular Part-Time Position, duties include but are not limited to:

7. Generally teaches six classes per week; provides backup instructor coverage for classes.
8. Provides subject matter expertise for aquatic fitness and exercise classes and Aquatic Exercise Instructors (AEIs), incorporating patron feedback and goals of the Aquatic Park; recommends calendar for classes and schedules for AEIs which management finalizes and implements; provides training, guidance, review and feedback to AEIs regarding aquatic class instruction and fitness activities; maintains awareness of and shares new teaching methods and techniques, and local and national trends; actively represents the Aquatic Park with a customer service focus on enhancing patrons' experience.
9. Maintains aquatic exercise equipment inventory; ensures AEIs have appropriate uniforms and submits requests for new/replacement uniforms; ensures aquatic exercise equipment is repaired or replaced as needed; researches new equipment, and prepares and submits requests to management.
10. As scheduled/needed, performs short duration/relief coverage in roles where the employee is trained and/or certified such as lifeguard for shallow water pool areas and customer/front desk services.

REQUIRED KNOWLEDGE AND SKILLS

Working Knowledge of: Effective curriculum development and instruction techniques; principles of aquatic exercise; safety principles; effective communication skills; basic principles of group organization, dynamics and interaction; CPR and first aid.

Skill to: Demonstrate exercises; provide assistance to participants; design effective and engaging class curriculums; apply basic first aid techniques; perform water rescues; establish and maintain effective working relationships with County employees and the public.

WORKING CONDITIONS

Duties require frequent to continuous standing, walking, sitting, stooping, bending, squatting, lifting, climbing, twisting, reaching, balancing, grasping, and fine motor control. Duties also involve prolonged exposure to water, humidity/heat, loud noise, slippery and uneven surfaces, pool chemicals, and dust.

MINIMUM QUALIFICATIONS

Minimum qualifications are used as a guide for establishing the minimum experience, education, licensure, and/or certifications required for employment in the classification. The following minimum qualifications are established for this classification. Additional minimum qualifications

and special conditions may apply to a specific position within this classification and will be stated on the job announcement.

Experience: A minimum of one (1) year of related experience that would provide the required knowledge and skills to perform the responsibilities of this position.

Licenses/Certifications:

The following licensure/certifications are required at the time of hire.

- Current American Red Cross certification in CPR/ AED/ and First Aid
- Note: Aquatic Exercise Association (AEA) and/or American Council on Education (ACE) instructor certifications preferred but not required.

For Regular Part-Time Position, the following additional licensure/certifications are also required at the time of hire:

- Current Aquatic Exercise Association (AEA) instructor certification.
- Current American Red Cross Lifeguard (ARCSWLG) certification for shallow water up to 5 feet.

PRE-EMPLOYMENT REQUIREMENTS

Must be 15 years of age or older at time of hire.

Must successfully pass a criminal history check which may include national or state fingerprint records check.

Must pass a pre-employment drug test.

POST-EMPLOYMENT REQUIREMENTS

Must complete blood-borne pathogen training within six months of hire.