TIMPANY CENTER’S MISSION STATEMENT
To provide, through multi-agency involvement and San José State University student service learning, inclusive aquatic and land-based activities that target the promotion of physical health and wellness in individuals with disabilities, obesity, and/or advanced age from the greater Santa Clara County community.

GENERAL NATURE OF POSITION:
● Teaching fitness group fitness to adults of all levels of ability

ESSENTIAL DUTIES AND RESPONSIBILITIES:
An Aquatic Fitness Instructor’s main responsibility is to ensure the safe, appropriate instruction of the participants within the classes that they instruct:
● Effectively manage and deliver instruction per program guidelines within each class being taught. See program class descriptions, recommended activity guidelines, and lesson plans.
● Adhere to and enforce all the policies and procedures set forth in the Aqua Fitness Instructor & other pertinent Manuals.
● Complete all necessary planning and paperwork inherent to the class.
● Manage class area including appropriate supplies and equipment (clean up area and equipment when class complete)
• Be available as needed to discuss and/or correct exercise form and/or technique with participants.
• Appropriately manage class participants and members within areas of use and enforce pool usage rules.
• Respond swiftly and effectively in emergency situations (if certified and trained).
• Punctually meet all scheduled class times, fully prepared to teach.
• Attend all staff and evaluation meetings as requested.
• Perform other job related tasks as assigned.

INTERPERSONAL CONTACTS
• Reports directly to the Fitness Coordinator and/or supervisor
• Interacts with Timpany Center staff, including but not limited to, lifeguards, swim lesson instructors and leads, aqua fitness instructors, reception staff, interns, managers, and directors.
• Maintains appropriate interaction with all members, clients, and contracted users.

QUALIFICATIONS
1. EDUCATION AND EXPERIENCE
   a. Current or previous student in physical education, kinesiology, therapeutic recreation, or similar field.
2. KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED
   a. American Red Cross Certifications
      i. Lifeguarding (Preferred)
      ii. First Aid/CPR/AED (Required)
      iii. Administering Emergency Oxygen (Preferred)
      iv. Blood-borne Pathogen Training (Preferred)
   b. Maintain an appropriate level of fitness in order to competently perform all job related tasks
3. ENVIRONMENTAL CONDITIONS
   a. The fitness instructor will be required to work in our indoor heated pool.
4. COMPLEXITY OF DUTIES
   a. Have the strength and maturity to handle varying degrees of communication from extremely opinionated members including criticism, questions, and operational oriented ideas/concerns
   b. Be sensitive toward and have the maturity to work with individuals who have special needs including: Obesity, disabilities, and advanced age.
   c. Some instructors may become specialists with specific classes targeting medical conditions. Some of these classes may require advanced certifications with outside organizations (ie. Arthritis Foundation).
   d. Possess a friendly, positive, and energetic attitude.

This position description intends to describe the general nature and level of work being performed by people assigned to this job. It is not intended to include all duties and responsibilities. The order in which duties and responsibilities are listed is not significant.
SUPERVISORY RESPONSIBILITIES:
None.

APPLICATION PROCEDURE
To apply for this position, you may submit a letter of interest and a resume or an application. An application and other information may be obtained from the Foundation Human Resources Department’s website:

Please send all completed materials to:

Timpany Center
Attn: Program & Operations Director
730 Empey Way
San Jose, CA 95128
timpanycenter@gmail.com

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