

# **VOLUNTEER JOB DESCRIPTION**

## **Group Fitness Leader**

**Volunteer Administrator:** Volunteer Services Administrator

**Program Supervisor:** Supervisor of Group Fitness

*As a YMCA volunteer you make a difference by being a part of a community of people that helps individuals and our community succeed. You are an essential part of an organization that delivers lasting personal and social change for you, your family, your community, and communities across Canada. You will be a critical part of an effective and leading international charity with strong values and a mission to build healthy communities through programs and advocacy.*

### **Responsibilities**

1. Maintain YMCA Fitness Certification/BCRPA Registration and/or equivalent.
2. Provide high quality instruction that incorporates all components of fitness with an emphasis on safety and proper technique.
3. Follow the Fitness Dress code.
4. Be informed on YMCA programs.
5. Work as part of a team with YMCA of Northern BC Staff & Volunteers.
6. Notify your supervisor of absences a minimum 24 hours in advance and as per *Volunteers Policies and Procedures*.

### **Duties**

- Arrive at least ten minutes prior to class.
- Be approachable, organized and friendly.
- Promote YMCA values and serve as a positive role model.
- Volunteer a minimum of four hours per month.
- Provide a motivating and effective fitness class for all levels and ages of participants.
- Greet regular members and new participants at the beginning of each class.
- Maintain a tidy and organized facility by:
  - ✓ Return equipment used during class
  - ✓ Turn off fans, lights, stereo
  - ✓ Collect any items left behind after class and return to Membership Services Desk
- Work within your Scope of Practice.
- Attend meetings, training, planning sessions as required.

### **Statement of Understanding**

- I understand that as volunteer at the YMCA of Northern BC I am expected to conduct myself in a manner that is ethical, legal and will reflect well upon the YMCA and that I will not put myself in a situation of conflict of interest.
- I also have filled out the above application to the best of my ability and all the information given is valid and correct.
- I understand that the volunteer membership is non-transferable, non-refundable and has absolutely no cash value.



- I understand that failure to comply with the above will result in termination of volunteering and volunteer membership.

Volunteering with the YMCA of Northern BC is conditional on a clear Criminal Record Search and Vulnerable Sector Search and ongoing volunteering is subject to you maintaining that status. If during the course of volunteering you are charged and/or convicted of an offence, you must promptly report such information to your supervisor.

\_\_\_\_\_  
Volunteer Name (please print)

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
Date

I have read the detailed responsibilities of this volunteer position with the YMCA of Northern BC and agree to uphold them to the best of my ability. (Once signed you are fully responsible to carry out the above-mentioned responsibilities, competencies and conditions of volunteering. Failure to comply may result in termination of volunteering).