

INSTRUCTIONAL COACH

Job Description: Instructional Coach; Lily Pad, Girls Gymnastics, Tumbling, Trampoline

Organizational Relationships:

Reports to: Program Director

Instructs: Students

Category: Non-Exempt, Part-Time, Hourly, \$/hour based on experience

Grade: 3

JOB SUMMARY:

The Instructional Coach responsibility is to teach gymnastics in a fun, safe and developmentally appropriate environment with the goal of developing character through athletics. The Instructional Coach will use flexible lesson plans in teaching skills and drills with thoughtful demonstration ensuring the well-being and safety of all students. The coach will lead activities and experiences for children in a group setting while implementing a program that is consistent with the mission and core values of Xtreme.

ESSENTIAL FUNCTIONS OF THE JOB:

The below list is intended to be an illustration of the responsibilities of the position and is not all-encompassing. The Executive Team may change these duties at any time.

Core Values:

- Continuous Improvement: Diligent and consistent with implementing and supporting ongoing efforts to improve the facility, programs, best practices and policies. Seeks opportunities for personal development and self-improvement.
- Collaborative Teamwork: Ambitious to learn, contribute knowledge and feedback, magnifies other's strengths, builds trust, encourages healthy risk-taking, inspires creativity, and respectfully navigates conflict.
- Customer Commitment: Create "raving" fans by exceeding expectations, creating memorable experiences and seeking opportunities to build relationships with staff, students and parents.
- Healthy, Balanced Living: Demonstrates authentic daily habits that reflect one's character and aligns with the rules and values of Xtreme.
- Positive and Fun Environment: Commit to providing an environment that encourages positive relationships, engages high energy activity, attracts leaders, inspires and fosters a supportive culture.
- Pursue Passion and Find Purpose: Discover the skills and talents that encourage an honorable ability to stir energy and excitement, along with the courage to unlock doors of opportunity and pursue the possibilities.
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Coaching:

- Arrives prepared and is ready to teach class lessons provided by department leadership.
- Participates and contributes to daily team huddles.

- Engages in conversation with parents and students before and after classes.
- Collaborates with the instructional coaches and department leadership to create an exceptional experience.
- Team player with the confidence to take the lead and guide other employees when necessary.
- Takes student attendance and is prepared to welcome new or trial students.
- Maintains class structure and control at all times.
- Effectively explains and upholds all safety and facility rules and policies.
- Stands and is actively involved in class with enthusiasm.
- Familiar with and follows class rotation schedule of activities and manages transitions between events.
- Leads and supervises classes with boys and girls of different age groups and skill levels.
- Effectively gives directions and teaches using different apparatuses.
- Assess the skills of each student to determine correct class placement and readiness for advancement.
- Provides a positive environment for learning, helping students work through fears and problems related to the sport.
- Provides a safe practice environment- ensures equipment and mats are safe, uses safe spotting techniques, modifies skills when needed, adapts the equipment based on the size and age of the athlete.
- Lifts and moves mats and equipment around the gym, setting up stations, and returning it to the proper place when done with rotation.
- Cleans and maintains exceptional facility standards for organization and order.
- Consistently reviews event safety checklists before using or instructing students on an events.
- Recognizes and responds effectively to emergencies.
- Provides support and disciplinary measures when necessary.
- Evaluates supplies and equipment needs and effectively communicates with the department leadership.
- Provides the highest level of customer service to parents, staff, and students.
- Participates in staff meetings and training sessions.

KNOWLEDGE, SKILL, AND ABILITIES:

- Knowledge of the sport and the basics fundamentals (gymnastics, tumbling, dance, cheer).
- Knowledge of facility and equipment.
- Knowledge of the rules and policies of the gym and programs.
- Knowledgeable of Xtreme's first aid and emergency procedures.
- Public speaking, organization, and leading small groups.
- High level of energy and stamina.
- Ability to observe and assess safety in all situations.
- Quick to listen, slow to speak.
- Empathic and compassionate .
- Complex problem solving ability: able to identify, evaluate, and implement solutions.

- Highly effective decision making skills and with the ability to make sound judgements quickly and possibly make these decisions in high stress situations.
- Knowledge of human behavior and performance; individual differences in ability, personality, and interest; and learning and motivation.
- Well-developed sense of humor, play, and curiosity.
- Strong commitment to teaching and to sharing an appreciation for education and physical activity.
- Work efficiently in a flexible, independent, and chaotic environment.
- Excellent written and verbal communication skills .
- Displays patience and an energetic attitude.

EDUCATION AND EXPERIENCE:

- High school diploma, equivalent, or active enrollment in school
- Experience working with students of all ages in a variety of settings

ENVIRONMENTAL FACTORS/ PHYSICAL DEMANDS:

This position requires the ability to stand, walk, and bend for extended periods of time; spotting and lifting students of various ages and sizes on equipment; repetitive motion; intense concentration; hand-eye coordination; fine manipulation skills to operate equipment or perform instruction, and coaching.

Duties are primarily performed at Xtreme Gymnastics, but may, on occasion, be required at off-site locations within walking distance.

WORK SCHEDULE:

Work schedule will vary depending on the needs of the program and overall gym operations. Work hours will primarily be week days or evenings. Regular days off will include holidays when Xtreme is closed.