



## **Wellness Program Volunteer**

### **Scope and Accountability:**

Reporting to the Wellness Coordinator, you will be responsible for assisting in the successful delivery and organization of Wellness Programming. As well as assisting the Coordinator to complete pre and post assessment. Volunteers will receive PD, SCI, MS, and common movement error training.

### **Key Tasks:**

- To work co-operatively with the fitness team.
- Arrives 15 minutes early for programming to set up and remains after programming to clean up
- To role model excellent member service, to respond to members concerns in a positive and professional manner.
- Deliver appropriate program evaluations as decided by the program team
- Assist with specific health concerns including diabetes, cardiovascular disease, arthritis, osteoporosis, spinal cord injury, MS, etc.
- Assist new participants with routine and recording information, blood pressure checks, and pulse checks Assist participants with recording their exercise plan in their journal
- Deliver Pre and post assessments
- Assist with delivering Neurological Circuit and pre prescribed fitness programs

### **Responsibilities**

- Provide motivational support to participants regarding long term behavioral modification
- Ensure a safe and clean environment is maintained at all times
- To demonstrate effective communication between staff / volunteers and members to ensure understanding of program goals and outcomes.
- Support initiatives of Manager, Programs and the Association.
- Monitor program areas to ensure established procedures and safety practices are followed at your assigned station and observe the rest of participants`
- Deliver Health Tips information

### **Key Competencies:**

1. Leadership: Guides, motivates and inspires self and others to take action to achieve desired outcomes.
2. Integrity: Demonstrates responsible behavior at all times and maintains high ethical standards.
3. Teamwork: Actively builds teams and encourages open relationships for maximal organizational effectiveness.
4. Service Orientation: Deliberately identifies and creates opportunities to enhance each and every individual's YMCA experience.
5. Commitment to Organization Vision & Values: Demonstrates and promotes a personal understanding of and appreciation for the mission, vision, strategic outcomes and values of the YMCA.
6. Concern for Health and Safety: Acknowledges and understands how to manage and educate others of risk and harm reduction.
7. Creativity and Innovation: Develops new ways or adapts existing ideas to help achieve desired results.
8. Coaching and Development: Commits to assisting participants, staff and self in continuous learning and self-development.
9. Customer Service Focus: pursuing member's needs and expectations and then exceeding them.

### **Key Accountabilities:**

- a) Adhere to the Neurological Manual guidelines and procedures.
- b) Ensure all equipment is returned to its correct place.
- c) Check equipment and report problems in writing (in the equipment binder) as well as verbally.
- d) Place appropriate 'out of order' signs on equipment when necessary.
- e) Remove out of order equipment from the floor when possible.
- f) Clean equipment to keep surfaces dust and dirt free. Refer to cleaning chart for products to use, how to clean and frequency of cleaning.
- g) Record regular attendance of programs
- h) Fill wet/dry towel dispensers when necessary.

### **QUALIFICATIONS:**

Completion of, or enrolment in a University Degree or College Diploma in recreation or medical/health science (Kinesiology or Human Kinetics).

Related life experience required, as the client group has specific challenges requiring some experience to problem solve

YMCA Group Fitness Instructor an asset or compatible qualifications

Strong communication and leadership skills are essential

Effective and thoughtful judgment

Current clean vulnerable sectors Police Check

Standard First Aid/CPR C

8-12 month commitment, priority will be given to individuals who can commit to 12 months