

CITY OF OMAHA GENERAL JOB DUTIES PART-TIME/SEASONAL

No. 9647

INSTRUCTOR

NATURE OF WORK

This work involves teaching classes according to the supervisor's recommendation.

ESSENTIAL FUNCTIONS (Any one position may not perform all of the duties listed, nor do the listed examples include all of the duties that may be performed in positions allocated to this class. Also, the duties are not necessarily listed in order of importance or frequency of performance.)

Plans, sets up, and conducts classes of instruction in such areas as karate, arts and crafts, aerobics and other exercise classes, sports, and pre-school activities.

Provides customer assistance, responding to inquiries and complaints.

Cleans the facility and grounds.

Performs other duties as assigned or as the situation dictates within the scope of this classification.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of the principles and techniques of the activity taught.

Ability to teach people of all ages and levels of ability.

Ability to communicate effectively with workmates and the public.

Ability to understand oral and written instructions.

Ability to move about the facility 75 to 100% of the workday.

SPECIAL QUALIFICATIONS

Must be able to work varied times, including weekends and holidays.

Must possess certifications in the areas taught, if required.

EQUIPMENT OPERATION (Any one position may not use all of the tools and equipment listed nor do the listed examples comprise all of the tools and equipment that may be used in positions allocated to this classification.)

Equipment varies depending on the class or activity taught.