



## CITY OF DES PERES JOB DESCRIPTION

**Job Title:** Basketball Instructor – Private Lessons (Year Round)  
**Department:** Parks and Recreation  
**Reports To:** Sports Supervisor  
**Pay Range:** \$30.00 - \$40.00 per hour DOQ (not to exceed 29 hours per week)  
**Availability:** Lessons typically take place Monday-Friday early afternoon/evening as well on weekend mornings and afternoons.

### Summary

This year round Private Basketball Instructor position is responsible for teaching and providing a fun atmosphere for participants in basketball lessons coordinated by the Parks and Recreation Department on the hours listed above. A Private Basketball Instructor works hand-in-hand with parents and youth with the planning/execution of a wide range of activities. These activities could be either individualized or group sessions for clients in the gymnasium. The instructor is responsible for preparing a variety of training programs that are both educational and motivational for clients. Additionally, the instructor provides customer service which promotes member wellness in accordance with The Lodge Des Peres policies and procedures and creates a safe, enjoyable, and positive environment. A high level of independent judgment is necessary to be an instructor. Instructors are under the direction of the Sports & Fitness Supervisor. Instructing is an area of expertise which requires knowledge of the game and strategy of sports in order to provide each participant with a positive outcome from the lesson. All instructors display self-confidence and a professional attitude/dress while instructing. The City of Des Peres is an Equal Opportunity Employer. Reasonable accommodation will be provided as required by law.

**Essential Duties and Responsibilities include the following. However, other duties may be assigned. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.**

- Develop, implement and instruct a variety of basketball skills training sessions for clients. Provide encouragement and expertise for the client in support of their health, well-being and stated goals.
- Administer, track and evaluate skills assessments and other pre-participation documentation with regard to individual/group exercise programs.
- Adhere to all guidelines and expectations as outlined in The Lodge Des Peres Sports Handbook which includes, but is not limited to, providing safe sessions and responding to and reporting any incidents.
- Promote and sell basketball skills training programs and services while achieving monthly revenue and session goals.
- Follow Basketball Skills training expectations when not scheduled for a skills training session or performing a skills training consultation.
- Ability to lead sessions, demonstrating basketball techniques and performing associated physical activities (run, jump, squat, dribble, etc.).

### Qualifications - Required

- Demonstrated customer service skills and verbal communication skills.
- Demonstrated ability to lead an individual/group and motivate others to achieve their goals.
- Demonstrated ability working with all age groups and ability levels.
- Ability to respond to safety and emergency situations.

## **Qualifications - Preferred**

- Basketball playing/coaching experience in either College, Minor, Pro, International Leagues
- Bachelor's degree in Health/Exercise Science/Sport Management or related field.
- 2-3 years experience in the health and fitness field or basketball coaching.

## **Knowledge, Skills and Abilities**

### Knowledge of

- Basic fundamental skills of the sport of basketball
- Rules of Play standard to the game of basketball
- Clerical practices and standards

### Ability to

- Demonstrate professional public relations skills, effective interpersonal and communications skills
- See play with sufficient clarity to make accurate decisions
- View and understand any films and training given on officiating
- Repeatedly and quickly traverse the court to monitor play
- Exercise independent judgment within the limits of the position
- Work flexible hours based on client's availability
- Establish and maintain effective, harmonious, cooperative, and productive working relationships with other participants including instructors, players, supervisors, and other employees of the Parks and Recreation Department

## **Language and Mathematical Skills**

Ability to read and comprehend simple instructions, short correspondences and memos. Ability to write simple correspondence. Ability to add, subtract, multiply and divide using whole numbers, common fractions, and decimals.

**Mental and Physical Demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to meet these demands.**

Ability to apply common sense understanding to carry out detailed but uninvolved written and oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations. Regularly required to sit, stand, walk and reach with hands and arms. Must be able to see, speak and hear.

## **Work Environment**

The indoor environment provides for a safe and healthy work environment and is smoke and drug free. Occasionally, it may be humid, as well as moderately loud.