



## ENCHANTED EDUCATION

### Creative Learning Instructor (Cheer)

### Job Description

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<b>Title:</b>	Creative Learning Instructor (Cheer)
<b>Pay Rate:</b>	\$23.00 - \$25.00, depending on experience and qualifications
<b>Reports To:</b>	Senior Program Manager (Enrichment)
<b>Status:</b>	Hourly/ Non-Exempt ▾
<b>Hours:</b>	Part-Time ▾

#### **JOB SUMMARY:**

We are seeking an enthusiastic and skilled Cheer Instructor to join our dynamic team. The role offers a unique opportunity to work with students to develop their cheerleading and gymnastics skills, fostering teamwork, coordination, strength, and confidence. The ideal candidate will have a background in cheerleading, gymnastics, or a related sport, with a passion for instructing and mentoring students of various skills levels.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

##### **Instruction & Classroom Delivery:**

- Instruct cheerleading, gymnastics classes, focusing on fundamental skills, stunts, choreography, and safety techniques.
- Design and implement age-appropriate and skill-level-specific lesson plans that promote physical fitness and skill development.
- Provide individualized coaching to help students progress in their athletic skills, including stunts, jumps, and routines.
- Ensure a safe training environment by following best practices for physical conditioning and proper techniques. Monitor students for safety during drills and performances.
- Regularly evaluate student progress and adjust instruction to meet individual needs.

##### **Program & Instructional Support:**

- Guide students in preparing for exhibitions, competitions, or other performances, ensuring they are technically ready.
- Share updates on student progress and relevant program information with families and site staff, complementing broader communication responsibilities.
- Maintain and organize cheer-related equipment and supplies, ensuring materials are safe, clean, and available for practices and performances.
- Coordinate with other coaches, instructors, and program staff to align routines, schedules, and cross-program activities.



- Keep records of student attendance, progress, and participation in events or performances for program reporting.

#### **Youth Development & Student Engagement:**

- Foster a positive, inclusive, and supportive classroom environment that encourages personal growth and social-emotional development.
- Serve as a mentor and role model, promoting respect, collaboration, and a sense of community among students.
- Implement strategies that support student engagement, motivation, and health behavior in a group setting.
- Encourage students to express themselves creatively and build confidence through participation and teamwork.
- Recognize and celebrate individual achievement, promoting a growth mindset and self-confidence.
- Support the development of communication and problem-solving skills within the context of the specific discipline.

#### **Professional Responsibilities & Collaboration:**

- Communicate clearly and professionally with students, families, and colleagues, and site leadership.
- Participate in staff meetings, professional development sessions, and ongoing trainings as required.
- Support efforts to promote equity, diversity, and inclusion in all programming.
- Remain flexible and responsive to the needs of the program, including adjusting schedules and responsibilities as needed.
- Perform other duties as assigned to support program implementation.

#### **Other Duties Assigned:**

- All other duties as assigned.

#### **KNOWLEDGE, SKILLS, AND ABILITIES**

To perform this job successfully, the employee must be able to perform each essential duty satisfactorily.

The requirements listed below are representative of the knowledge, skill, and/or ability required:

- Comply with company policies and procedures in employee manual;
- Available to work fluctuating hours, including weekends, if necessary;
- Be able to work well with not only co-employees, but also clients and vendors;
- Must be able to perform each essential duty satisfactorily;
- Must be able to provide outstanding customer service to clients;
- Be fluent in speaking English and being bilingual in Spanish is preferred.

#### **CULTURAL COMPETENCIES:**

- Uncompromising integrity;



- Champions the mission, culture, and objectives of the employer;
- Demonstrates value and respect for all employees;
- High energy and enthusiasm;
- Values the ideas and opinions of others and routinely collects their input as part of the decision-making process;
- Performs effectively as a team player

**EDUCATION and REQUIREMENTS:**

- Proven experience in cheerleading, gymnastics or a related sport, with a strong understanding of fundamental techniques and performance skills.
- Previous experience instructing or coaching cheerleading, gymnastics or other sports to children or teens (preferred).
- Strong communication skills and the ability to explain complex movements and techniques clearly and effectively.
- Ability to motivate and inspire students, fostering a positive and supportive learning environment.
- Knowledge of safety guidelines and injury prevention in gymnastics and cheerleading.
- Ability to work independently and collaboratively in a team-oriented environment.
- A degree in physical education, sports coaching, or a related field is a plus but not required

**BACKGROUND CHECK/TESTING/CERTIFICATION:**

- Must pass Live Scan (criminal background check via fingerprinting).
- Must pass drug testing.
- Provide a clear TB test
- CPR/ First Aid Certification

**PHYSICAL, MENTAL, AND ENVIRONMENTAL CONDITIONS OF ESSENTIAL DUTIES OF THE JOB**

The demands described here 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 perform the essential functions. The demands for this job include those that are set forth hereinafter. The following designations are the codes used to complete the section of the job description: “F” is for frequent; “O” is for occasional; and “N” is for not at all:

**Physical:**

On the job, the employee must

- (F) Bend
- (F) Handle Objects (manual dexterity)
- (F) Squat
- (F) Reach above shoulder level
- (F) Crawl
- (F) Use fine finger movements
- (F) Climb
- (F) See, hear, and speak
- (F) Kneel
- ( ) Other ( \_\_\_\_\_ )

**Environmental:**

On the job, the employee

- (O) Is exposed to excessive noise

**Mental**

On the job, the employee must be able to

- (F) Read/Comprehend
- (F) Write
- (F) Perform calculations
- (F) Communicate orally
- (F) Reason

Must carry / lift loads of:

- (F) light (up to 25 lbs)



- (O) Is exposed to marked changes in temperature and/or humidity
- (O) Is exposed to dust, flumes, gases, radiation, microwave (circle)
- ( ) Other (\_\_\_\_\_)

- (O) moderate (25 lbs to 50 lbs)
- (N) heavy (over 50 lbs)

**ENCHANTED EDUCATION EMPLOYMENT STATEMENT:**

This position is contingent on continued partnership agreements with local schools. Employment may be affected by changes in program funding, site participation, or school contracts. Nothing in this job description restricts management’s right to assign or reassign duties and responsibilities to this job at any time. All terms and conditions of Enchanted Education at-will employment duties and responsibilities are subject to the Enchanted Education Employee Handbook.

The employee signature below indicates the employee understands the requirements, essential functions, and duties of the position.

I have had all questions about my job description explained to me to my satisfaction. I understand that nothing in this job description restricts management’s right to assign or reassign duties and/or responsibilities to this job at any time.

Print Name:
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Signature:	Date: Click or tap to enter a date.
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