



Group Exercise Instructor Skills: Competencies Checklist

Group Instructor: _____ Studio: _____ Date: _____ Time: _____

Evaluator: _____ Class: _____ Class Participation Numbers: _____

Please summarize Group Instructor’s demonstrated knowledge/skills using the rating system below:

1. Group Instructor shows strength in this area
2. Group Instructor demonstrates some ability in this area
3. Group Instructor needs additional support in this area

Delivery — the instructor:	Rating	Body Language — the instructor:	Rating
<input type="checkbox"/> Greeted the participants warmly & introduced themselves		<input type="checkbox"/> Was friendly and smiled.	
<input type="checkbox"/> Asked permission at the beginning of class for hands-on adjustments.		<input type="checkbox"/> Maintained good eye contact with the participants.	
<input type="checkbox"/> Delivered a class designed in a safe & logical sequence from beginning to middle and end.		<input type="checkbox"/> Used body language to help communicate visually	
<input type="checkbox"/> Clearly described what to expect from the class. Provided clear instructions for all activities.		<input type="checkbox"/> Walked around the class to model exercise & include participants at the back of the studio.	
<input type="checkbox"/> Performed effective examples and cues.		Members’ Participation — the instructor:	
<input type="checkbox"/> Used music appropriate to class and to enhance exercise and/or session.		<input type="checkbox"/> Engaged the participants to stay on task and deepen their experience in class.	
<input type="checkbox"/> Used a voice loud and clear enough to hear easily. (not distracting for members)		<input type="checkbox"/> Handled questions and comments with calm courtesy & respect.	
<input type="checkbox"/> Defined unfamiliar technical terms.		<input type="checkbox"/> Repeated exercise or cues to elicit members’ participation.	
<input type="checkbox"/> Thanked the class for attending.		<input type="checkbox"/> Reminded participants that they are in charge of their own experience/practice.	
YMCA Model — the instructor:		<input type="checkbox"/> Supported participants to go at whatever pace works best for them.	
<input type="checkbox"/> Announced future YMCA programs and events in class.		<input type="checkbox"/> Kept the learning process light and fun.	
<input type="checkbox"/> Motivated participants in a caring, respectful way.		Technical Competency — the instructor:	
<input type="checkbox"/> Set up and take down class equipment, picked-up towels, turned off lights, fans, music system. Reminded students to wipe sweat off floor and equipment.		<input type="checkbox"/> Answered technical questions from the members.	
<input type="checkbox"/> Started and ended the class on time. Instructor needs to be there ready to teach on the hour, and the studio should be ready 5-minutes before the next class starts.		<input type="checkbox"/> Accurately broke down complex movements in a way participants could understand.	
<input type="checkbox"/> Introduce members to other members and staff.		<input type="checkbox"/> Taught technically accurate exercises.	
<input type="checkbox"/> Fostered positive appropriate interaction & communication with members & staff to ensure		<input type="checkbox"/> Gauged participants’ level of fitness and adjusted the exercise accordingly.	

member satisfaction in YMCA programs.			
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Please use the space below to specify:			
Specific topics where the Group Instructor lacks technical knowledge/expertise:			
Ways the Group Instructor might connect better with and engage the participants; be more inclusive:			
Use equipment more effectively or modify use of equipment for participants:			
Use a clearer, more organized approach:			
Use visual and verbal cues that better educate and/or lead his/her or participants:			
Modifications for unsafe movement, posture, exercise:			
Other Comments/Feedback:			
