



605 - 50th Street
P.O. Box 6300
Edson, AB T7E 1T7
www.edson.ca



Expression of Interest TOWN OF EDSON Active Living Instructors

The Town of Edson Community Development Team is seeking contractors to instruct our Active Living classes from January-April of 2020.

To be eligible to instruct group fitness classes you will have:

- Group Fitness Certification or applicable certification to instruct specific classes (ex. AFLCA)
- Proof of Insurance
- Hold a current First Aid/CPR/AED certification
- Clear Criminal Record Check and Vulnerable Sector Check

Successful candidates will be required to provide copies of the above documentation.

Scope of work:

- Plan and lead sessions of fitness classes, teaching participants how to properly perform exercises and use equipment
- Make sure equipment is working properly and facilities are clean. Inform staff if there any problems
- Ensure a safe class environment, informing participants of safety rules and monitoring participants throughout the class
- Ensure participants fill out a PAR-Q the first day, and any flagged areas are discussed. Help participants tailor the class workout to their individual abilities
- Complete attendance sheets for each class
- Have participants complete evaluation survey links after every session and provide report to Community Development Coordinator

Potential Classes/Typical Times. Session length is 4 weeks, 2 classes per week.

Older Adult/Beginner Fitness (Late Morning & Evening)

Lunch Time Circuits (Noon Hour)

Spin & Strength (Evening)

Family Fitness (Early Evening)

Parent & Tot Fitness (Late Morning)

If you have another great idea, please indicate that as well!

If you are interested in providing group fitness services please submit:

- An outline of your experience and education related to leading group fitness classes
- Interest you have in specific classes including times and days of the week you are available
- Your ability to adjust the class activity to meet various fitness levels or medical needs of participants

Instructor Compensation Scale

Level 1: \$40/hour

- Base group fitness certification. Ex. Can-Fit Pro Fitness Instructor Specialist (FIS), AFLCA Group Exercise Leader, ISSA Certified Group Fitness Instructor, etc.
- Speciality Group Fitness certifications (ex. Spin, Portable Equip., Older Adult, etc.)
- Fitness Certifications and First Aid/CPR/AED are kept up to date and submitted on a yearly basis
- Adheres to all expectations listed in session contracts

Level 2: \$45/hour

- *in addition to completing all requirements in Level 1*
- Comprehensive Yoga/Pilates Certifications, 200 rt or higher
- Current or higher level of Fitness Certification, Canadian Society for Exercise Physiology-Certified Exercise Physiologist (CEP) or equivalent Sport & Recreation Degree/other related post-graduate degree or diploma
- Participates every year or two in continuing education opportunities (for example Fit Rendezvous, Can Fit Pro Summit, etc.)

The Town of Edson reserves the right to determine classes which will run, times, locations, and participant fees. Successful instructors will be contacted by the Town of Edson no later than November 22, 2019 to confirm contract and class details.

Your submission must be clearly marked “**Expression of Interest: Active Living 2020**” and can be submitted by email to Krysta Hawboldt at krystas@edson.ca, or dropped off/mailed to the following address:

Town of Edson Civic Building
Community Services Desk
605 - 50th Street
Edson, Alberta T7E 1T7

Expressions of Interest will be accepted no later than 4:00 pm (local time), November 11th, 2019. Your package must contain all required information to be considered. Any questions please call Krysta Hawboldt at 780-723-4403.