

# **Boston College Campus Recreation**

## **Group Fitness Instructor Prep Course Spring 2021**

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**Class Location:** Zoom and the Margot Connell Recreation Center

**Class Fees:** \$100 course fee paid through Member Services, ACE Group Fitness Handbook 2018 (\$47.96), and certification (cost varies) to be purchased separately by the student

### **Course Description**

This course is a combination of the American Council on Exercise's (ACE) Group Fitness Instructor exam preparation and Boston College's Campus Recreation Group Fitness Instructor prep course. This course is designed to give students the knowledge and understanding necessary to prepare for the ACE Group Fitness Instructor Certification Exam and to become effective group fitness instructors at Boston College.

### **Mentors, Shadowing, and Quizzes**

In order to best prepare students participating in this course to become group fitness instructors at Boston College Campus Recreation, participants are assigned primary shadowing requirements with a mentor, secondary shadowing requirements, quizzes, a final exam, and a final audition. These are mandatory in order to pass the course.

### **Attendance and Effort**

The class meets weekly on Thursdays 5 - 7 PM (2/11-4/1). Please keep in mind that this is ultimately a prolonged job interview. Attendance is mandatory for all classes and absences will not be tolerated. A maximum of one class can be missed with an excused absence, but make-up requirements will be assigned. Your effort is taken into consideration and recognized. Being physically present in class is required, but being mentally present as well is noticed and will set you apart.

### **Certifications and Hiring**

Boston College students and fac/staff accepted into the program will be trained as Campus Recreation employees, but employment is competitive and not guaranteed upon completion of the program. Please refer to the *Required Certifications* section for requirements upon completion of the course.

### **Required Textbook**

To access special student pricing and packages go to [www.acefitness.org/students](http://www.acefitness.org/students)

Order: ACE GROUP FITNESS INSTRUCTOR HANDBOOK - \$47.96

### **Canvas**

The course is available on Canvas for all registered students. Most requirements are completed and submitted via Canvas. In addition, all PowerPoint lectures are available for viewing via Canvas.

## Required Certifications

All students are required to complete two certifications prior to hire – a) a group fitness certification and b) an adult, child, and infant CPR/AED/First Aid Certification.

**Registering for Adult/Child/Infant CPR/AED/FIRST AID** Requirement must be completed through Campus Recreation during the spring semester for consideration in the summer or fall. There is no additional cost unless you are unable to participate in a course offered and must pursue the certification offsite. This certification dates will be provided at the start of the semester. Students can register in Member Services. We prefer the American Red Cross, but the American Heart Association is also accepted.

**Registering for the ACE Group Fitness Instructor Certification Exam** To access special student pricing and packages go to [www.acefitness.org/students](http://www.acefitness.org/students)  
Order: ACE GROUP FITNESS INSTRUCTOR CERTIFICATION EXAM - \$249

**Registering for Other Group Fitness Certifications** New group fitness Instructors are required to participate in the prep course and then must obtain a pre-approved and valid certification prior to hire. We encourage all instructors to complete the ACE Group Fitness Instructor Certification in addition to specialty certifications; however, this is not required. One relevant fitness certification is required and determined prior to the start of the course.

**Spin:** need a spinning certification - usually around \$250 - 350

Spinning - <https://spinning.com/instructors>

Keiser - <https://www.keiser.com/education/training>

NASM/AFAA - <https://www.afaa.com/courses/afaa-indoor-cycling-instructor>

**Barre:** need a Barre certification - usually around \$400

Balanced Body Pilates - <http://www.bostonbody.com/teacher-training/>

Total Barre - <https://www.merrithew.com/total-barre/instructor-training>

**Fitlites/Pilates:** need a basic Pilates Mat certification – usually around \$500

Balanced Body Pilates - <http://www.bostonbody.com/teacher-training/>

Stott Pilates - <https://www.merrithew.com/stott-pilates/instructor-training>

Power Pilates - <https://powerpilates.com/certification/mat/beginner/>

**Bootcamp/X-Fit/TBC Step/Total Body Circuits/Total Body Sculpt/BC-X/HIIT:** need ACE GF - \$249

**Zumba:** need Zumba Basic 1 – around \$315

<https://www.zumba.com/en-US/become-a-zumba-instructor>

**Cardio Kickboxing:** prefer ACE GF and AFAA Kickboxing: Skills and Drills, \$199 + \$149 = \$348

<https://www.afaa.com/courses/kickboxing-skills-and-drills>

## **Grading**

An overall grade of 90% must be earned to be considered for employment. Each section has an additional minimum requirement to complete the course successfully and to be considered for employment.

### **Attendance:** Passing = 100%

One class can be missed with an excused absence (e.g. doctors note, exam, etc.) but the work must be made up outside of class. Arriving late or leaving early is tracked in attendance and will result in lost points.

Powerpoints are available one week prior to class.

### **Primary Shadowing:** Passing = 100%

All hours must be completed and submitted on Canvas by April 24th at 11:59 p.m.

### **Secondary Shadowing:** Passing = 100%

All hours must be completed and submitted on Canvas by April 24th at 11:59 p.m.

### **Quizzes:** Passing = 80%

All quizzes must be submitted on Canvas on time. Extensions are not available.

Quizzes are available at 7 p.m. following class.

### **Final Exam:** Passing = 90%

The exam is available on March 26th following class and due on Canvas by Friday, April 24th at 11:59 p.m.

### **Final Audition:** Passing = 85%

Your final class with your mentor is your audition. Dates and times will vary.

**Requirements for Primary Shadowing - select one primary group fitness class to shadow all semester:** You must shadow (observe while participating) your mentor's class a minimum of ten times in order to audition to teach the class at the end of the program. You can attend more than one class per week in the same format, taught by the same instructor, but only one class per week will count toward shadowing.

While week to week, the expectations for mentors and mentees change, the overall goal is a positive learning environment. Mentors are expected to support the growth of their mentees. Mentees are expected to be receptive to feedback from their mentors. Additionally, mentees must log their class observations on Canvas.

#### February 8-13, Week 1: **Participate**

**Mentor:** Introduce your mentee to class participants and mention that they will be teaching more throughout the semester but today will just be taking a class.

**Mentee:** Take your mentors class.

#### February 15-20, Week 2: **Learn Procedures**

**Mentor:** Introduce your mentee to class participants. Meet with your mentee 10 minutes before and after class to teach class prep and closing procedures.

**Mentee:** Meet with your mentor 10 minutes before class and stay 10 minutes after to learn class prep and closing procedures.

February 22-27, Week 3: **Help with Procedures**

**Mentor:** Introduce your mentee to class participants. Meet with your mentee 10 minutes before and after class to review class prep and closing procedures.

**Mentee:** Meet with your mentor 10 minutes before class and stay 10 minutes after to practice class prep and closing procedures.

March 1-6, Week 4: **Observe a Class**

**Mentor:** Introduce your mentee to class participants. Prior to class have your class sequence written for your mentee and give them the sequence at least 10 minutes prior to class.

**Mentee:** Observe instead of participating in the class, take diligent notes, and notice how your mentor moves through their sequence.

March 8-13, Week 5: **Create a Class Sequence**

**Mentor:** Introduce your mentee to class participants. Meet with your mentee after class to review the final 5-10 minutes of cool-down and stretching to prepare them to teach next week. Review your mentee's class sequence provide feedback.

**Mentee:** Review the final 5-10 minutes of cool-down and stretching to prepare you to teach that next week. Share observations from the previous Week 4 class when you observed instead of participated and create a similar outline of a class sequence for your mentor to review.

March 15-20, Week 6: **Teach Cool-Down and Stretching**

**Mentor:** Introduce your mentee to class participants and inform the class that your mentee will be leading the final 5-10 minutes of cool-down and stretching. After class, provide feedback to your mentee about their teaching. Take time to help prepare your mentee to teach 5-10 minutes of warm-up for next week.

**Mentee:** Lead the 5-10 minutes of cool-down and stretching. After class, share how it felt to lead the final 5-10 minutes of stretching and cool-down. Be receptive to feedback. Review the 5-10 minutes of warm-up to prepare you to teach next week.

March 22-27, Week 7: **Teach Warm-Up**

**Mentor:** Have your mentee introduce themselves and inform the class that they will be leading the 5-10 minutes warm-up. After class, provide feedback to your mentee about their teaching. Take time to help prepare your mentee to teach 5-10 minutes of warm-up and the 5-10 minutes of cool-down for next week.

**Mentee:** Introduce yourself to the class and lead the first 5-10 minutes. After class, share how it felt to introduce yourself and lead the 5-10 minutes of warm-up. Be receptive to feedback. Review 5-10 minutes of warm-up and 5-10 minutes of cool-down and stretching to prepare you to teach next week.

March 29- April 3, Week 8: **Teach Warm-Up and Cool-Down/Stretching**

**Mentor:** Have your mentee introduce themselves and inform the class that they will be leading the 5-10 minutes warm-up and 5-10 minutes of cool-down and stretching. After class, provide feedback to your mentee about their teaching. Take time to help prepare them to teach either the first or second half of the class for next week.

**Mentee:** Introduce yourself to the class and lead the first 5-10 minutes of warm-up and the last 5-10 minutes of cool-down and stretching. After class, share how it felt to introduce yourself and teach. Be receptive to feedback. Review the first or second half of the class that you plan to teach next week.

April 5-10, Week 9: **Teach Half of the Class**

**Mentor:** Have your mentee introduce themselves and inform the class that they will be leading half the class. After class, provide feedback to your mentee about their teaching. Take time to help prepare them to teach the other half of the class next week.

**Mentee:** Introduce yourself to the class and lead half of the class. After class, share how it felt to teach half the class. Be receptive to feedback. Review the other half of the class that you plan to teach next week.

April 12-17, Week 10: **Teach the Other Half of the Class**

**Mentor:** Have your mentee introduce themselves and inform the class that they will be leading half the class. After class, provide feedback to your mentee about their teaching. Take time to share a couple of highlights from the past ten weeks.

**Mentee:** Introduce yourself to the class and lead half of the class. After class, share how it felt to teach half the class. Be receptive to feedback. Take time to share a couple of highlights from the past ten weeks.

**Secondary Shadowing:** The student must shadow (observe while participating) a sampling of five different BC Campus Recreation group fitness classes before April 30th. Immediately following the class, the student will recall the class format to the best of their ability on Canvas. The student will make additional notes on everything from the cueing of the instructor to the music selection.

### **What happens if I get sick, need a sub, or another event?**

Due to the nature of this semester and the effects of the COVID 19 pandemic, flexibility is required on both the student and instructor side. Please make every effort to complete your shadowing in a timely fashion. If adjustments need to be made, they will be made on a case by case basis as we navigate the uncertainties of this semester together.

While the following is not an extensive list of troubleshooting options, these are common scenarios:

#### **a. What happens when a class is subbed?**

If a mentor needs a sub, they will need to inform their mentee. The mentee has the option to either skip the class that week or complete one of their secondary shadow requirements. The mentee does not need to meet with the sub or introduce themselves to the class. They can take the class as a participant. The shadowing schedule will pick up where it left off the next week when the mentor is back.

#### **b. What if a class is canceled for an event?**

If a class is canceled for any reason, the schedule will be pushed back a week.

#### **c. What if the mentor or mentee is no longer available at their assigned time?**

I will do my best to work with any changes. Because acceptance into the program is conditional on being able to be matched to a primary shadow, if a mentor becomes no longer available, I will allow the mentee to pick another format to shadow. However, if a mentee is unable to shadow anymore due to scheduling constraints on their end, I cannot guarantee that we will be able to match them to another mentor.

### **4. How do the audition process and hiring work?**

Becoming a group fitness instructor at BC is competitive. Completing and passing the prep course does not guarantee employment at BC Campus Recreation. Only a hiring offer from the Coordinator or Assistant Director for Fitness and Wellness, will lead to employment.

After completing the 10 weeks of primary shadowing, the mentee can apply to audition. The mentee will teach a full class either during the semester (ideally) or schedule an audition during the finals period. The hiring committee will include either the Assistant Director for Fitness and Wellness and/or one of two Program Assistants for Group Fitness AND the mentor. If possible, more than two people will attend an audition but at least two people will be in attendance. Hiring is based on the individual's audition, not on how anyone else performs during their audition.

## Thursday Classes from 5:00 PM - 7:00 PM

**\*\*Locations are subject to change in response to COVID-19 regulations.\*\***

### **Week 1 Thursday, February 11th (Location: Zoom)**

Lecture: ACE Group Fitness Instructor Handbook (Chapters 1-3)

### **Week 2 Thursday, February 18th (Location: Zoom)**

Lecture: ACE Group Fitness Instructor Handbook (Chapters 4-7)

### **Week 3 Thursday, February 25th (Location: Zoom)**

Lecture: ACE Group Fitness Instructor Handbook (Chapters 8-10)

### **Week 4 Thursday, March 4th (Location: Zoom)**

Lecture: ACE Group Fitness Instructor Handbook (Chapters 11-13)

Diversity, Equity, and Inclusion in Group Fitness

### **Week 5 Thursday, March 11th (Location: Wood Courts in the Connell Center)**

Workshop: Indoor Cycling Fundamentals (all students required to attend)

### **Week 6 Thursday, March 18th (Location: Wood Courts in the Connell Center)**

Workshop: Mind/Body Yoga and Pilates (all students required to attend)

### **Week 7 Thursday, March 25th (Location: Wood Courts in the Connell Center)**

Workshop: Strength Training 101 (all students required to attend)

### **Week 8 Thursday, April 1st (Location: Zoom)**

Workshop: ACE Essentials of Exercise Science (all students required to attend)

### **Final Audition**

The schedule will be determined and distributed by Thursday, April 1st

### **Final Exam**

Available on Canvas and due on Friday, April 30th