

# Rhode Island Hot Yoga Job Description

## Staff Teacher

Position title	Department	Reports to
Staff Teacher	Yoga Studio	Teacher Coordinator
Employment status	FLSA status	Effective date
<input type="checkbox"/> Temporary <input type="checkbox"/> Full-time <input checked="" type="checkbox"/> Part-time	<input checked="" type="checkbox"/> Nonexempt <input type="checkbox"/> Exempt	8/25/2025

### Position Summary

Our Staff Teachers are the heart of Rhode Island Hot Yoga! The Teacher's job is to create a welcoming and supportive environment for every student. All Staff Teachers are responsible for weekly assigned shifts which include preparing for class, greeting students and handling transactions, leading class, and closing duties.

### Essential Duties and Responsibilities

The essential functions of this position include, but are not limited to:

- Arrive punctually for each shift a minimum of 30 minutes before class start time to prepare for class and perform any necessary opening duties.
- Open the Front Desk 15 minutes before class start time to greet students, welcome newcomers, distribute rentals, process transactions, and answer questions.
- Teach the assigned class within the scheduled timeframe, following our studio Class Guidelines as well as any specific Class Guidelines (provided)
- Remain present for 30 minutes after class to follow up with students and complete all closing sidework, either closing studio or assisting with turn-over for next class
- Arrive prepared for each class with lesson plan, sequence, and/or playlist if applicable; 30-60 minutes of paid prep time is included for each class.
- Utilize Sling to coordinate shift coverage and communicate with coworkers as needed
- Respond to any communication from supervisor(s) (i.e. Teacher Coordinator or Owner) within 48 hours
- Continue professional development through a personal yoga / fitness practice, 1-on-1 feedback sessions with supervisor(s) and/or mentoring teachers, in-house workshops and training sessions, and other continuing education

## **Minimum Qualifications (Knowledge, Skills, and Abilities)**

The minimum qualifications for this position include:

- The appropriate yoga or fitness certification for the style of class, acquired either through training at Rhode Island Hot Yoga or another yoga or fitness institution
- Basic computer proficiency and the ability to learn our studio software
- Basic customer services skills and the ability to work effectively with the public
- Confident public speaking skills and the ability to comfortably lead classes of up to 17, 28, or 40 students (depending on assigned location)
- Punctual for all shifts and able to start and end each class at the scheduled time
- Able to receive and implement feedback to develop professionally

## **Physical Demands and Work Environment**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions.

- Sit or stand at front of room for duration of class (45 - 90 min)
- Demonstrate exercises as needed OR provide clear verbal instruction
- Comfortably tolerate high temperatures (105F / 40% humidity for hot yoga, 95F / 40% humidity for heated fitness) for the duration of any heated classes
- Handle equipment and weights (resistance bands, dumbbells up to 15lb, kettlebells up to 30lb) for any classes that utilize such equipment
- Operate sound system and control volume levels for any classes that utilize music
- Handle light duty cleaning tasks such as (but not limited to) cleaning mirrors and floors, running laundry, and storing rental equipment.

## **Note**

This job description in no way states or implies that these are the only duties to be performed by the employee(s) of this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities.

- I have read and understand the job requirements, responsibilities and expectations set forth in the job description provided for my position. I attest that I am able to perform the essential job functions as outlined with or without any reasonable accommodations.

**Reviewed with employee by:**

Signature: Juliana Olmstead

Name and title: Owner, Hot Yoga RI LLC

Date: \_\_\_\_\_

**Received and accepted by:**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

The company is an equal opportunity employer, drug-free workplace, and complies with ADA regulations as applicable.