

ARTHRITIS FOUNDATION

***Walk With Ease* Leader Position Description**

ROLE:

Plan and lead quality Arthritis Foundation *Walk With Ease* activities.

QUALIFICATIONS:

1. Certification as an Arthritis Foundation *Walk With Ease* Program Leader requires:

- Successful completion of an Arthritis Foundation *Walk with Ease* Program Leader online or in-person training workshop.
- Teaching at least one six-week Arthritis Foundation *Walk with Ease* Program class series within six months of completing the Leader Training Workshop and submitting participant data to the Arthritis Foundation.
- Teaching at least one class series annually and submitting participant data to the Arthritis Foundation.

2. Current certification in cardiopulmonary resuscitation is required; first aid certification is strongly recommended.

3. Affiliation with a facility or organization that can provide space for the classes and insurance coverage for the program is desirable.

4. Other desirable abilities include:

- Empathy toward people with arthritis and related diseases, gained through personal or professional experience.
- Interest in working with groups of people with arthritis and related diseases.
- Experience in teaching physical activity classes and skill in group process and instructional techniques.
- Desire and ability to help others.
- Strong belief in the value of regular physical activity.

RESPONSIBILITIES:

1. Commit to following all Arthritis Foundation program policies regarding the Arthritis Foundation *Walk With Ease* Program and conduct all class sessions in accordance with the Leader's Guide without making changes, additions or deletions. Sign a Statement of Understanding to document this commitment.

2. Participate in pre-class planning and activities as time and ability allows, including tasks such as: setting class meeting dates and times, publicizing classes to recruit class participants, notifying the Arthritis Foundation of class schedules, arranging to register participants, scheduling the use of facilities, and obtaining the participant *Walk With Ease* workbooks.

3. Establish and enforce participant guidelines and monitor safety:

- Avoid discussion or promotion of specific physicians, health professionals, health institutions or unproven remedies.
- Do not provide answers to specific medical questions, specific treatment advice or individualized exercise programs.
- Adhere to a "no touch" policy - no one is allowed to manipulate another's limbs to help with exercises.
- Remind participants to observe safety principles such as the two-hour pain rule, slowing down when tired, limiting movements that are painful and avoiding vigorous exercising of inflamed joints.

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4. Submit timely and accurate participant data and release forms from new participants on a quarterly basis or as required by the Arthritis Foundation.
5. Participate in any evaluation procedures established by the Arthritis Foundation, including but not limited to participant surveys and leader questionnaires.
6. Inform class participants about other Arthritis Foundation resources and activities that may interest them.
7. Communicate problems, concerns, questions or suggestions promptly to the Arthritis Foundation.

TIME COMMITMENT:

1. Attendance at an in-person or online leader training workshop (approximately 3-4 hours)
2. Preparation time (approximately 1-2 hours)
3. Class time (approximately 18-24 hours per six-week class series that meets three times per week)
4. Logistics time (approximately 2-4 hours per class series)