



3299 Highway 78 Loganville GA 30052

*“Create a positive atmosphere, get positive results”*

**Before You Apply:**

Thank you for your interest in working at Southern Gymnastics. If qualified, and if you choose to accept a position, we hope that you will enjoy your job at Southern Gymnastics and that you will take pride and responsibility with your job functions and duties. Southern Gymnastics expects cooperative, diligent, and honest employees to establish and maintain our desired gym atmosphere. This packet is designed for prospective employees to have an understanding of what the company expects from our coaching staff and the policies implemented prior to completing an application form. Please read this packet thoroughly so you can get a good start on a rewarding experience working at Southern Gymnastics.

**Mission Statement** Our mission is to teach children the sport of gymnastics in a safe, positive atmosphere.

**GOALS** Our goal is to offer the cleanest, safest training facility with top quality program and coaches. Our team and class program’s offer fun, organized, sequential class lessons to help the gymnasts build strongly to each new skill.

**Business Objective:**

We at Southern Gymnastics believe that if you teach a child to succeed in what they do, you have taught them a lesson for life. We want to create CHAMPIONS FOR LIFE! The staff must constantly be striving to build and create an environment for setting and achieving goals with safety as the number one emphasis, and student’s curriculum progression as second, all the while building self-esteem through their achievements, no matter how small.

**Probation Period:**

When a new staff member starts working for Southern Gymnastics there will be many new things to learn, and there are many things Southern Gymnastics will need to learn about you. The probation period is three months from the hire date. Throughout the probation period Southern Gymnastics will monitor your learning progress, scheduling habits, and communication skills. If at the end of the training period Southern Gymnastics feels you did not meet the expected requirements you will then be dismissed your position.

During the probation period, training staff must complete the following:

Training with smart moves and the Fun and Fit Gymnastics Program. Read through and sign your employee packet and complete bank information & W4 form.



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**First Corinthians 9:24** *"Do you not know that in a race all the runners run, but only one receives the prize? So run that you may obtain it."*

*Even the coach is in a race. The race of life. This verse inspires us to remind our team to run for the prize and run so that they may obtain it. Notice it doesn't say that you will obtain it but that you may obtain it. No promises, just run so you have a chance to obtain it. That's all a coach can ask.*

Coaches hold a very important position in life. They can make or break an athlete or a team. They can be the difference between success and failure. The fact is that we always learn more from our defeats than from victories. Winning is easy but losing is not. It is so easy to be a good sport when you are winning but when you are losing, this is the time that valuable lessons are learned, and character is formed.

# Our Philosophy

<p><b><u>Teach</u></b></p> <ol style="list-style-type: none"><li>1. Do Skills at least 3x in a row</li><li>2. Less circuits and more stations</li><li>3. Demonstrate more</li><li>4. Spot them so they can feel it</li><li>5. Do lead up skills</li><li>6. Use progression sheets</li><li>7. Oftentimes the school-age drills are the same as preschooler drills but with a different approach</li></ol>	<p><b><u>Safe</u></b></p> <ol style="list-style-type: none"><li>1. Safety certified</li><li>2. Check equipment</li><li>3. Spotting</li><li>4. Be sure they're ready for the next skill</li><li>5. Never turn your back on the group</li><li>6. Always know where each child is</li></ol>
<p><b><u>Fun</u></b></p> <ol style="list-style-type: none"><li>1. Teach them a new skill</li><li>2. Joke around</li><li>3. Change your voice inflection and tonality</li></ol>	<p><b><u>Raise Self-Esteem</u></b></p> <ol style="list-style-type: none"><li>1. Recognize them and their achievements</li><li>2. New skill postcard</li><li>3. Recognize effort, not just achievements</li><li>4. Tell parents how good their children did</li><li>5. Praise them for good behavior</li></ol>

## **What May Be Expected From You**

**Team effort is one factor that helps Southern Gymnastics be a success. Below is a list of some jobs, as a teacher you will also be responsible for.**

- **Major cleaning 3x per year**
- **CPR/First Aid Certified**
- **Work at meets and shows**
- **Participate in mailings 2-3x per year**
- **Possible office work**
- **DVD and online training**
- **Daily cleaning**



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 Loganville, Georgia 770-554-6858

Last Name \_\_\_\_\_ First \_\_\_\_\_ Today's Date \_\_\_\_\_

Have you ever used another name? \_\_\_\_\_ Are you over 18? \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Zip Code \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell # \_\_\_\_\_

E-mail address \_\_\_\_\_

Position Desired \_\_\_\_\_

Name and address of parent or guardian if applicant is a minor \_\_\_\_\_

What prompted you to apply here? Circle one: MTM shopper Facebook School coach Craigslist  
 WOM/their name \_\_\_\_\_

How many hours per week do you desire? \_\_\_\_\_ When can you start? \_\_\_\_\_

Have you ever been convicted of a crime that has not been expunged by the court, other than a minor traffic offense?

Circle one: Yes No Answering "yes" does not constitute an automatic bar to employment. Such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered.

If yes, please provide details (dates and location for all convictions) \_\_\_\_\_

Available to work: if hired you will be expected to remain available these days/times throughout the gymnastics year August 1<sup>st</sup>-July 31<sup>st</sup>.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Start Time							
End time							

If hired is there anything that may prevent you from reporting to work each scheduled day? (sports, prior commitments ect) Yes No

If yes explain: \_\_\_\_\_

1. The safety of our students is a top priority. Teaching physical skills to children requires quick movements and spotting and lifting heavy children, sometimes while in an awkward positions. Also, a necessary part of the job includes moving and adjusting gymnastics apparatus such as horses and parallel bars which can weigh as much as two hundred pounds. Do you have and injuries or conditions, which could limit your ability to safely perform the duties required for the position you applied for? If yes, please explain in detail:

\_\_\_\_\_

2. Have you ever been dismissed from employment or laid off? \_\_\_\_\_ Why? \_\_\_\_\_
3. Are you legally eligible to work in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_
4. Check off areas you are currently certified in: USAG Safety \_\_\_\_\_ First Aid Certified \_\_\_\_\_ CPR Certified \_\_\_\_\_
5. Interests, activities, honors \_\_\_\_\_
6. Our hours vary from week to week occasionally you may be asked to stay late, leave early, or come in on your day off.
7. Would you like to work in the office in the future? \_\_\_\_\_

**Former Employers** (List below last here employers, starting with the most recent one first.)

Date Month/Year	Name, phone, and email	Salary	Position	Reason for Leaving
From _____ To _____				
From _____ To _____				
From _____ To _____				

8. Are you currently employed? \_\_\_\_\_ May we contact your current employer? \_\_\_\_\_
9. Which of these jobs did you like best and why? \_\_\_\_\_

10. What did you like least? \_\_\_\_\_

"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU.

I UNDERSTAND AND AGREE THAT, IF HIRED MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE AND WITHOUT CAUSE."

REALIZING THIS IS A BUSINESS OF CHILDREN, I UNDERSTAND THAT BY SIGNING THIS I AM ALLOWING SOUTHERN GYMNASTICS TO PERFORM VARIOUS BACKGROUND CHECKS.

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

## Additional information for Coaches

Please detail your experience as a gymnast or cheerleader. Please start with your most recent training.

Where you trained?	For how long?	Dates of when you trained

Please detail your experience as a gymnast, cheerleader, teacher, or coach. What group's or levels did you work with and what were your duties?

- 1.
- 2.

Describe in detail three drills or approaches that you would use with a group of 8 year olds who are having trouble mastering a cartwheel:

- 1.
- 2.
- 3.

You have a group of 4 year olds that is not paying attention. What do you do?

Describe your greatest strength and weakness as a teacher:

Strength:

Weakness: