Job Description

Position: Personal Trainer

Overall Responsibility: Train Fitness Center members one-on-one according to outlined policies, expectations and responsibilities.

Job Duties and Responsibilities:
• Create and demonstrate a safe and effective exercise program for members of the Fitness Center in accordance with the personal trainer coordinators and Fitness Center manager.
• Maintain professional standards among clients. These standards include: punctuality, proper attire and the creation and maintenance of a friendly, safe and motivating training relationship.
• Constantly strive for excellence in the personal training position at the fitness centers. Serve as a knowledgeable and responsible information source to all members.
• Properly complete and turn in all personal training related paperwork.
• Assist with the delivery of special events and program.
• Attend at all staff meetings, trainings and educational sessions.
• Communicate regularly with the management of the Fitness Center and provide assistance when it is requested.

Qualifications:
• Must maintain and overall 2.0 GPA
• Successful completion of “Introduction to Personal Training” (HSC 232) and Practicum (HSC 397).
• Strong interpersonal and customer service skills
• Respectable, responsible and a positive role model
• Personal commitment to wellness and fitness
• CPR certification (will be offered through Fitness Center)

Terms of Employment
• The academic year constitutes a term of employment.
• The rate of pay is (minimum wage + $0.25) per hour and a free membership to the Fitness Center.
• Personal Trainers are required to arrive to campus a few days before the start of the semester for staff training each semester.
• Personal Trainers may be required to work at both Fitness Centers, on weekends and evenings. Personal Trainers must maintain at least 6 hours/week (2-3 clients).
• Feedback will be ongoing. If a situation arises that needs attention it will be addressed promptly and a time line for desired change will be established. In addition, all Personal Trainers will receive a midyear formal evaluation.
• Failure to meet the responsibilities of the position as stated in Fitness Center operations manual may be grounds for personnel action (i.e. written warning, employment probation or termination).