

Job Title: Personal Trainer
Department: Fitness
Reports To: General Manager of Fitness

FLSA Status:
Prepared Date: Non-Exempt
April 2013

All employees are expected to represent the J's Vision, Mission, and Values while conducting their job duties:

Vision: The Stroum Jewish Community Center will inspire connections that build community and ensure Jewish continuity. Mission: Together we celebrate outstanding programs, partnerships, and spaces that welcome everyone to learn, grow, and celebrate Jewish life and culture. Values: K'lal Yisrael (Jewish Peoplehood), Hachnasat Orchim (Welcoming Everyone), Limud (Learning), Simcha (Joy), Derech Eretz (Respect and Common Courtesy), Shmirat haNefesh v'haGuf (Taking Care of Oneself, Body and Soul), Kehillah shel Chaverim (A Community of Friends).

Position Summary:

The Personal Trainer is responsible for teaching safe exercise technique and proper use of equipment to members and guests while contributing to the overall smooth functioning of the Fitness Center.

Essential Duties and Responsibilities:

- Conduct new and current member orientations and follow-up meetings.
- Provide guidance and motivation to members and guests.
- Ensure safe and proper use of equipment by answering member questions and correcting use of machines/equipment as needed.
- Compile retention and usage on members.
- Conduct/teach a minimum of 10 personal training sessions/classes per week.
- Develop, promote, and conduct programs in the Fitness Center.
- Conduct health risk appraisals and fitness assessments; create and implement exercise testing and prescription programs.
- Recruit clients and build individual client base.
- Perform work on weekends and evenings as needed to meet applicable deadlines or scheduling needs.
- Other duties as assigned.

Supervisory Responsibilities:

This position does not have supervisory responsibilities.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education/Experience:

Bachelor's degree (B. A.) from a four-year college or university in health or a sports/fitness related field; one to two years of Personal Training experience; or equivalent combination of education and experience.

Prior experience and/or skills must include: effective verbal and interpersonal communication skills; customer service skills; demonstrated ability to work effectively, both independently and as part of a team.

Certificates and Licenses:

The following certificates/licenses are required and must be maintained:

- Certification by a nationally accredited organization such as National Academy of Sports Medicine (NASM), American College of Sports Medicine (ACSM), National Strength and Conditioning Association Certified Personal Trainer (NSCA-CPT), or American Federation Aerobics Association (AFFA).
- Current CPR Certification.

Computer Skills:

Basic knowledge of Microsoft Office is preferred.

Language Skills:

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

Math Skills:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent, and to draw and interpret bar graphs. Ability to calculate figures and amounts such as proportions and percentages.

Reasoning Ability:

Ability to apply common sense understanding to the carrying out of instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Physical Demands and Work Environment:

The information described below represents the physical activities and surroundings one may encounter when performing the duties of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands: To perform the job, the employee is frequently required to talk, hear, stand, stoop, climb, balance, kneel, bend, crouch, crawl, and reach with hands and arms. The incumbent may be required to lift up to 25 pounds occasionally and push/pull up to 50 pounds occasionally.

Environmental Conditions: The work is typically Fitness Center environment with a moderate noise level. Working condition may occasionally include work near moving parts (exercise equipment); wet, humid conditions (non-weather); and work in crowded areas. Occasional travel to the pool facility may be required where environmental conditions may include slippery surfaces.