

# Excelsior Springs Community Center

## Personal Trainer

**Status:** Part-time

**Supervisor:** Fitness Manager

### **Summary:**

Personal Trainers guide members interested in weight loss, muscle building and increasing their fitness levels on the appropriate modes of action. They work with clients to create individualized plans for achieving their fitness goals and provide supplemental nutritional information. Personal trainers lead clients through exercise routines, train in proper use of strength training equipment, free weights and cardiovascular equipment while offering words of encouragement during training sessions.

### **Minimum Qualifications**

- Must be at least 21 years of age.
- Must have good communication skills including phone skills.
- Able to make independent and sound decisions in a fast paced environment.
- Highly organized, detail, and goal-oriented.
- Able to work with diverse groups of people in a friendly and consistent manner.
- Able to reflect a positive attitude and provide excellent customer service.
- Strong computer skills with the ability to adapt to new software.
- Able to use social media for promotional purposes

### **Responsibilities**

- Consult comprehensively with new and continuing clients to determine fitness goals
- Conduct proper assessments of new and continuing client capabilities including strength, flexibility, body mass index, and other criteria
- Analyze fitness goals of individual clients to determine feasibility and best method to attain goals
- Design individualized, specific fitness plan for each client based on goals, capabilities, health, potential barriers and safety concerns
- Attract and retain members by consistently providing excellent customer service and participate with fitness and the community center teams toward member retention goals
- Monitor and instruct members on a personal level using up to date techniques and methods to ensure proper use of strength training equipment, free weights and cardiovascular equipment
- Assist with integrating new members into the community center, which includes fostering a fitness lifestyle through education
- Conduct individual education programs for new and continuing clients to assess and recommend personal training programs
- Produce and increase personal training revenue
- Extend client base of personal training services
- Lead clients and other staff by example, consistently conveying a positive attitude, passion and pride in work
- Develop a personal rapport with members and clients, motivating to participate in fitness programs, Group Fitness classes

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- Educate members on current health and fitness issues and trends
- Maintain clean work environment which includes ensuring restoring the area to a condition of cleanliness i.e. putting away the fitness equipment after each training session, wipe down the area with gym wipes
- Ensure the safe use and maintenance of any fitness equipment
- Other duties as assigned

### **Qualifications**

- BS or BA in Exercise Science, Physiology, or related field preferred
- Must have current national accredited certification (ACE, ACSM, NASM, NSCA, CI-CPT AFAA)
- Strong experience in fitness programming x Strong knowledge of safety issues related to the use of exercise regimes and equipment
- Ability to promote/sell personal training packages x Excellent interpersonal skills
- Ability to handle multiple tasks
- Ability to adhere to flexible schedule and work independently
- Current CPR/AED certification and basic first aid training is required. (Can be received as on the job training)
- Basic Computer skills required, Microsoft Office, Google Drive and other operating systems or programs used by Excelsior Springs Community Center

**Starting Salary: \$11.78**

**Grade: 4**