Personal Trainer Job Description

Job Title: **Personal Trainer (Wellness/Fitness)** Dept. Code: 111111

FLSA Status: Part Time

Reports to: Personal Training Director Revision Date: 1-30-2014

**POSITION SUMMARY:**

The Personal Trainer will provide fitness programming specific to the goals and ability level of the health-seeker. Through education, motivation, and leadership, the personal trainer will assist members in establishing and reaching their overall fitness/wellness goals in one-on-one, two-on-one and possibly small group training sessions. The Personal Trainer will contribute to the overall success of the YMCA by embodying the mission, vision, and core values of the YMCA.

**ESSENTIAL FUNCTIONS:**

1. Provides guidance in proper exercise technique and variations to meet wellness goals.
2. Answers questions from members to support them in achieving their goals related to healthy living. Maintains working knowledge of wellness and current trends to provide effective information and support to members.
3. Builds effective, authentic relationships with members; helps members connect with each other and the YMCA.
4. Keeps accurate training attendance records.
5. Follows and enforces YMCA policies and procedures; responds to emergency situations.
6. Must be highly motivated, professional, and have an enthusiastic attitude.
7. Must be able to manage time effectively.
8. Must dress professionally as well as be a role model by leading and promoting a healthy lifestyle.
9. Must be able to market personal training as well as obtain new clients and display a high renewal rate.
10. Maintain training certifications.
11. Willing to perform other duties assigned by Personal Training Director.

**YMCA COMPETENCIES (Leader):**

*Mission Advancement:* Accepts and demonstrates the Ys values. Demonstrates a desire to serve others and fulfill community needs. Recruits volunteers and builds effective, supportive working relationships with them. Supports fund-raising.

*Collaboration:* Works effectively with people of different backgrounds, abilities, opinions, and perceptions. Builds rapport and relates well to others. Seeks first to understand the other person’s point of view, and remains calm in challenging situations. Listens for understanding and meaning; speaks and writes effectively. Takes initiative to assist in developing others.

*Operational Effectiveness:* Makes sound judgments, and transfers learning from one situation to another. Embraces new approaches and discovers ideas to create a better member experience. Establishes goals, clarifies tasks, plans work and actively participates in meetings. Follows budgeting policies and procedures, and reports all financial irregularities immediately. Strives to meet or exceed goals and deliver a high-value experience for members.

*Personal Growth:* Pursues self-development that enhances job performance. Demonstrates an openness   
to change, and seeks opportunities in the change process. Accurately assesses personal feelings, strengths and limitations and how they impact relationships. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.

**QUALIFICATIONS:**

1. Certifications: CPR, First Aid, AED
2. Nationally recognized certification (ACE, NETA, AFAA, NASM, ACSM)
3. Bachelor’s Degree in Exercise Science or similar field, or equivalent experience
4. Embody the mission, vision, and core values of the YMCA
5. YMCA Healthy Lifestyles Principals and YMCA Strength and Conditioning
6. Experience in Personal Fitness

**PHYSICAL DEMANDS**

1. Ability to conduct classes and activities in accordance with the essential functions.
2. Ability to perform all physical aspects of the position; including leading class, walking, standing, bending, reaching, and lifting.
3. May need to lift up to 100 lbs.

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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