



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA JOB DESCRIPTION

Job Title: **Personal Trainer**

Job Code: **(0473)**

FLSA Status: **Non-Exempt**

Job Grade: **(5)**

Reports to: **(Fitness Center Coordinator)**

Revision Date: **04/07/2016**

POSITION SUMMARY:

Under the direction of the Fitness Coordinator, the Personal trainer, in harmony with the Christian nature and Mission of the YMCA, as well as the established goals and objectives of the YMCA, shall be responsible for providing personal training services relating to the Association. In general, the role of the Personal Trainer is to build relationships with and between staff members, volunteers, members, program participants and the communities the YMCA serves.

Specifically the Personal Trainer will provide individualized programs and one-on-one or small group exercise sessions.

ESSENTIAL FUNCTIONS:

1. See it, own it! Take responsibility for correcting the problems you see.
2. Meet and greet all volunteers, staff, members, program participants, etc. every day with a smile and hello.
3. Lend a hand! Offer to help others whenever possible. Unless it requires training you don't have, it's never, "not my job".
4. Give Thanks! Offer thanks to others when you see them lend a hand to others and look for ways to compliment and give praise when it is deserved
5. Complete all YMCA new staff trainings within 60 days.
6. Complete all requests for YMCA reports in a timely manner.
7. Effectively motivate participants through one-on-one or small group sessions.
8. Instruct a 1 on 1 program to meet the needs and goals of participants.
9. Conduct safe exercise sessions using the highest standards in the industry.
10. Provide a safe environment for training.
11. Be alert to overexertion, muscle injury and other physical difficulties.
12. Spot incorrect form and correct the individual.
13. Demonstrate various exercises and fitness-related movements.
14. Keep an accurate record of participant attendance and progress.
15. Follow all safety and policy procedures and report any unsafe conditions.
16. Be punctual for all appointments.
17. Attend all staff meetings and training sessions.
18. Be responsible for keeping a safe, clean and fun atmosphere for participants.
19. Inspect and insure high standards of maintenance, cleanliness and light repair of program equipment whereby eliminating any risks that could cause accidents or incidents. Report equipment failures immediately.
20. Assist with special events as related to the YMCA Wellness department.
21. Communicate positive character development to all program participants.
22. Adhere to all policies, procedures and guidelines of the YMCA of the Rochester Area Family Y.
23. Act as a liaison between the YMCA of the Rochester Area Family Y, program participants, parent/guardians and the community.

The Y: We're for youth development, healthy living, and social responsibility.

YMCA JOB DESCRIPTION FOR PERSONAL TRAINER

- 24. Maintain required certifications.
- 25. All other duties as assigned and appropriate.

SKILLS AND QUALIFICATIONS:

The Personal Trainer in general requires excellent communication and relationship building skills with the ability to model the YMCA Core Values, and the desire to make a personal connection within the communities the YMCA serves. Specifically, the Personal Trainer is required to have a fitness background and current certifications in Personal Training or Exercise Science, with American Red Cross First Aid and CPR certifications. Current certifications from any of the following: CSCS, ACE, NASM, ACSM, NSCA-CPT, AFPA, NFPT, NESTA, or IFPA.

- 1. Perform all physical aspects of the position, including walking, standing, bending, reaching, and lifting up to 50 pounds at a time frequently.
- 2. Ability to maintain certification-level of physical and mental readiness.
- 3. Minimum age of 18.
- 4. Pass a criminal background check.

EFFECT ON END RESULT:

- 1. Effective relationship building that manifests into personal relationships with other members, staff, volunteers, etc.
- 2. Works well with other staff to promote YMCA values.
- 3. Models the YMCA Mission and Values while on the job.
- 4. Ability to live up to the "Staff Pledge" every day!
- 5. Maintains a good client base by meeting the client's needs.
- 6. Takes clients from casual to connected to committed.
- 7. Suggests ways to improve the personal training experience for all clients.
- 8. Knows about and recommends other YMCA opportunities to maintain a healthy lifestyle.

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. We understand and mutually accept the above descriptions to the job to be performed:

Employee

Date

Fitness Coordinator

Date