



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

ATHENS-MCMINN FAMILY YMCA PERSONAL TRAINER JOB DESCRIPTION

Job Title: **Personal Trainer**

Revision Date: 8/2018

FLSA Status: Non-exempt

Department: Wellness

Reports to: Director of Health and Wellness

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility. Plans and leads a range of individualized or group exercise/activity sessions for clients in a fitness specialty area. Creates and implements a variety of fitness programs that are both educational and motivational and tailored to the clients. Provides customer service which promotes member wellness in accordance with the YMCA policies and procedures and creates a safe, enjoyable, and positive environment.

ESSENTIAL FUNCTIONS:

1. Develops, implements and instructs a variety of personal training and group training sessions for clients. Provides encouragement and expertise for the client in support of their health and well-being goals.
2. Promotes and sells personal training programs and services while achieving monthly revenue and session goals; tracks and oversees receipt of payment for all personal training sessions.
3. Teaches Group and Small Group Exercise classes as scheduled.
4. Maintains working knowledge of wellness and trends to provide effective information and support to members.
5. Builds effective, authentic relationships with members; help members and program participants connect with each other and the YMCA.
6. Follow Fitness Floor expectations when not scheduled for personal training, group training, or performing a wellness consultation. Conduct Wellness Center orientations as needed.
7. Celebrates achievement of program participants related to program or personal goals, mastering of specific skills or overall health and well-being.
8. Follows YMCA policies and procedures; responds to emergency situations.
9. Performs other duties as assigned.

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



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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 – REQUIRED:

1. NCCA Accredited Personal Training Certification such as the American College of Sports Medicine (ACSM), American Council on Exercise (ACE), National Strength and Conditioning Association (NSCA), or National Academy of Sports Medicine (NASM) Personal Training Specialist Certification, or other approved and accredited certifications.
2. Certifications required within 30 days of hire: CPR/PR, First Aid, AED, and Oxygen.
3. Demonstrated customer service skills and verbal communication skills.
4. Demonstrated ability to lead an individual/group and motivate others to achieve their health and well-being goals.
5. Demonstrated ability working with all age groups and ability levels.
6. Ability to respond to safety and emergency situations.
7. Maintain required CEC's and national certifications.

QUALIFICATIONS – PREFERRED:

1. Associate's degree in Health/Exercise Science or related field.
2. 1 year experience in the health and fitness field.
3. 1 year experience Personal Training and Group Training.

PHYSICAL DEMANDS:

- Ability to lead assigned classes and sessions, demonstrating exercise techniques and perform associated physical activities.

SIGNATURE:

I have reviewed and understand this job description.

Employee's name

Employee's signature

Today's date: _____