

Columbus Parks and Recreation Department

Position Description

Position Title: Fitness Coach

Date: April 1, 2024

Department: Parks and Recreation

Reports to: Fitness, Health and Wellness Manager

Supervises: 0 Employees

Summary of Functional Responsibilities:

We're seeking highly motivated individuals to join our team as a Fitness Coach. Your role will be to educate, train, motivate, and guide AEI Fitness Center program participants through training and their fitness journey. You will be expected to maintain a high-level of customer service, communication, organization, and sales skills. A successful candidate will possess an enthusiasm to learn, and continually seek to improve their knowledge of the art of coaching and the field of fitness.

Specific Duties of the Position:

- Assist with an active inventory of supply and/or maintenance needs and report findings to the Fitness, Health and Wellness Manager.
- Under the mentorship of the Fitness, Health and Wellness Manager, learn and implement our training methodology in order to best provide our clients with proper education on their fitness development.
- Be able to communicate information about memberships, classes, and the AEI Fitness Center as a whole, as needed.
- Lead small group, large group and personal training sessions for adults, youth, seniors, and adaptive fitness groups.
- Act as a positive brand ambassador both on-premises and off-premises.
- Conduct client assessments and use effective cues and techniques to improve performance.
- Maintain a high-level of cleanliness and safety of the equipment and the facility daily.
- Upon request of the Fitness, Health and Wellness Manager, conduct post-trial session debriefs.
- Ability to document, organize and report on client training data.
- Assist with sales in the form of renewals and referrals.
- Must be available to work a combination of shifts including mornings, evenings and weekends as needed and agreed upon.
- All other duties as assigned by the Fitness, Health, and Wellness Manager.

Education and Experience:

- Bachelor's degree in Kinesiology, Exercise Science, Physical Therapy or a related field preferred, but not required.
- Experience as a personal trainer or in the fitness industry a plus but not required.
- Passion for fitness and helping others reach their full potential.
- Proven experience as or desire to become a fitness coach.
- Strong customer service and communication skills
- Strong leadership and motivational skills
- Current NCCA accredited certification preferred but not required, will be expected to attain certification within 6 months of hiring. Potential options for covered costs of certification can be negotiated.

- Certified in First Aid and CPR or willing to become certified by Parks and Recreation within 30 days of employment.
- Must pass background check required of all Parks & Recreation employees.

Judgment:

- Work is of ordinary difficulty and complexity and is performed under general supervision but requires an average level of independent judgment.

Relationships Responsibility:

- Relationships inside and outside the organization require tact and discretion to maintain effective working relationships.
- Represent the Parks and Recreation Department and AEI Fitness Center with the highest level of integrity and respect for the participants.

Working Conditions:

- Position will require lifting of objects.

Classification of Job:

- This is an Independent Contract (1099) position and is subject to all 1099 laws and regulations.

Essential Physical Requirements:

- Use one or two hands to grasp, move, or assemble objects.
- Lift, push, pull, or carry heavy objects for an extended period of time.
- Move two or more limbs together (for example, two arms, two legs, or one leg and one arm) while remaining in place.
- Make quick, precise adjustments to machine controls.
- See details of objects that are less than a few feet away and more than a few feet away.
- Work for extended periods without getting tired or out of breath.
- Bend, stretch, twist, or reach out.
- Use fingers to grasp, move, or assemble very small objects.
- Adjust body movements or equipment controls to keep pace with speed changes of moving objects.

This position is subject to the City's Drug and Alcohol-Free Workplace Program which includes: random drug testing, post-accident testing, reasonable suspicion testing, return-to-duty testing and follow-up testing. Annual BMV checks for all drivers.

This description is intended to describe the type and level of work being performed by the person assigned to this job. It is not an exhaustive list of all duties and responsibilities required by a person and employees at the city may be given other assignments at will.

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