

Personal Trainer Job Description

Department:	University Recreation & Fitness (URecFit)
Schedule:	Temporary/Non-benefited
Shift:	Varies. Mostly weekday with evening and weekend work required.
Hours:	Department Specific
Type:	Non-exempt
Compensation:	See matrix

PRIMARY DUTIES

Uphold URecFit Core Values

- **Accountability:** Take ownership of URecFit facilities and programs by exhibiting a responsible work ethic.
- **Civility:** Promote an environment that is responsible, ethical, respectful, and courteous.
- **Collaboration:** Develop professional relationships with; co-workers, guests, other departments of the university and the community.
- **Diversity:** Provide quality customer service with an awareness of, and appreciation for individual uniqueness and diversity.
- **Excellence:** Uphold all URecFit policies and procedures to guarantee participant safety and satisfaction.
- **Leadership:** Demonstrate a desire to be a leader within the campus recreation community and university.
- **Knowledge:** Stay apprised of the best practices and latest trends in recreation.

Under the supervision and direction of the Assistant Director and Coordinator for Fitness:

1. Develop safe and effective exercise classes for groups at various fitness levels.
2. Offer useful, tactful and safe advice to individuals regarding their exercise program and/or use of equipment.
3. Provide safe and effective instruction of all cardiovascular and weight training equipment.
4. Conduct consultations and assess the training need of each potential client.
5. Conduct equipment orientations.
6. Maintain written documentation of each clients progress and payment purposes.
7. Communicate client program progress and/or problems to professional staff.
8. Attend all in service trainings and meetings.
9. Seek client feedback continuously.

MINIMUM QUALIFICATIONS

- High School Diploma or GED. Kinesiology, Sports Medicine or related Bachelor's degree preferred.
- ACE, ACSM, AFAA, CSCS, NASM or comparable Group exercise certification (must keep current)
- One year of personal training and program design experience preferred.
- Applicants must pass a background check.

REQUIRED SKILLS AND ABILITIES

- Outstanding communication, interpersonal and customer service skills.
- Knowledge of safe exercise technique and personal training principles.
- Ability to operate and troubleshoot audio equipment.
- Ability to prepare routine administrative paperwork.
- CPR & AED certified or willingness to obtain.

To be considered for this position, please forward your resume to: Jimmy Mszanski at jmszanski@umaryland.edu

The University of Maryland, Baltimore is an Equal Opportunity/Affirmative Action Employer. Minorities, women, veterans and individuals with disabilities are encouraged to apply.