

POSITION TITLE:	Personal Trainer	POS. NO:	559
DEPARTMENT & DIVISION:	Parks and Recreation	EFFECTIVE DATE:	March 2010
REVIEWED OR AMENDED DATE:		APPROVED BY:	Manager of Recreation Services

POSITION FUNCTION

To safely develop, prescribe and monitor personal cardiovascular and strength conditioning programs, within a weight room, exercise or sports setting.

KEY DUTIES

- Report to the Fitness Programmer
- Prescribe fitness programs for health, fitness maintenance, sport and competitive needs within scope of practice.
- Administer appropriate client screening and appraisal tests to establish fitness baselines.
- Promote new facility programs.
- Stay up to date with new trends and exercises.
- Accurately assess and evaluate the fitness level of a diverse population.
- Refer clients who fall beyond scope of practice or when evaluation required goes beyond experience or qualification.
- Ability to demonstrate and teach proper execution of various exercises.
- Ensure that clients follow policy and procedures set out by the facility.
- Report all damaged or missing equipment to the supervisor.
- Report all incidents, accidents to the Fitness Programmer.
- Provide excellent customer service, greet and assist patrons with facility program and fitness inquiries. All recommendations must stay within the Personal Trainer's scope of practice.
- Ability to communicate verbally and in writing with co-workers, clients and supervisor.
- Ensure that their certification is kept current. New or updated certificates are to be submitted to the Fitness Programmer.
- Perform related duties where qualified.

INDEPENDENCE

- Clients will be assigned to Trainers by the Fitness Programmer.
- Work is reviewed through discussion with the Fitness Programmer.
- Issues such as purchase of weight room equipment, program finances, hiring and discipline of staff, schedules and modifications to policy and procedure are referred to or discussed with the Fitness Programmer.

WORKING CONDITIONS

Physical effort:

Demonstrate, teach and prescribe various cardio and strength conditioning exercises. (continuous)

Mental effort:

Handle difficult situations and emergencies.

Record client's progress. (continuous)

Act as a reliable reference source for other health care practitioners.

Visual/auditory effort:

Monitor, assess and potentially correct a client's exercise abilities. (continuous)

Work environment:

Esquimalt Parks & Recreation Wellness Centre. (continuous)

KNOWLEDGE, KEY SKILLS, AND ABILITIES

Model the Township's core values in all program activities.

Accountability – we are transparent and take responsibility for our policies, our decisions and our actions.

Integrity – we practice high standards of ethical behaviour and open communication that inspires trust.

Respect – we value people and treat everyone with dignity and fairness.

Service Excellence – we strive to meet community needs and achieve high-quality results through teamwork, partnerships, innovation and creativity.

Passion – we approach our work with conviction and enthusiasm.

- Knowledge of weight room equipment and proper equipment use.
- Understand and apply the techniques of exercise physiology and prescription.
- Excellent ability to communicate with all patrons and staff in a courteous, friendly, professional polite and respectful manner
- Excellent written and verbal communication skills in the English language
- Positive and confident body language
- Healthy body image and presentable appearance
- Leads by example, following healthy lifestyle practices
- Mature, reliable and enthusiastic individual who contributes to a positive team environment
- Ability to resolve conflict in a positive, professional manner
- Eager to perform related job expectations

QUALIFICATIONS

Formal education, training, and occupational/professional certification:

- High school graduation.
- Current B.C.R.P.A. Recognized Personal Training Certification &/or Can-Fit &/or ACE &/or ACSM Certification or equivalent
- Current CPR Level C (to be recertified every year)
- Possess and maintain positive criminal record check

Experience:

Up to 1 year of related experience or an equivalent combination of education and experience.

OTHER

Length of time to become familiar with job duties and responsibilities: varied, depending on qualifications.

May be requested to substitute in a more senior position.