



PERSONAL TRAINER

PURPOSE

SRC Personal Trainers are responsible for exercise advice and personalized training for clients on a one-on-one basis. The staff is responsible for developing a fitness program to meet the specific needs of the client and for ensuring that equipment is used appropriately and for the desired purpose.

SUPERVISORY DUTIES AND RESPONSIBILITIES

- Educate clients and enforce policies regarding safe and proper use of equipment and facilities.
- Familiarize clients with the safe and effective use of all cardiovascular, resistance, and free weight equipment.
- Develop and deliver personal training group workshops.

PROGRAMMATIC DUTIES AND RESPONSIBILITIES

- Develop, document, and implement one-on-one workout programs that match the needs and goals of clients.
- Instruct clients on basic exercise physiology and inform them as to proper lifting and exercise technique.
- Provide clients with exercise and nutritional recommendations to meet their desired fitness goals.
- Gather and maintain information on clients' fitness expectations and provide guidance for reaching those goals.
- Maintain client files per industry standards.
- Provide safe and effective spotting techniques to clients.
- Demonstrate on-going competence in providing one-on-one personal training services to clients.
- Respond to all injuries and assist in immediate first aid and proper emergency procedures.
- Regularly inspect equipment and report any safety or maintenance needs.
- Keep personal training areas organized, clean, and inviting.
- Communicate maintenance, custodial, or security issues to appropriate SRC personnel.
- Educate participants and student staff; adhere to, and enforce, all policies and procedures.
- Maintain familiarity with evacuation plans and assist during major emergencies.

ADMINISTRATIVE SUPPORT DUTIES AND RESPONSIBILITIES

- Provide support to the Director and Coordinators on specific projects as needed and assigned.
- Represent the SRC and CSUB in a professional manner and act as an SRC ambassador at all times.
- Serve as a role model to other student staff and participants.
- Provide positive public relations and policy education to participants.
- Attend and contribute to all mandatory staff meetings, workshops, and retreats.
- Provide a friendly, inclusive, service-oriented environment for all staff and participants.
- Demonstrate awareness of, and appreciation for, individual uniqueness and diversity.
- Maintain a positive relationship with staff and co-workers.
- Demonstrate commitment to student development and leadership.
- Maintain high standards and achieve high expectations.
- Maintain prompt hours and follow absence procedures.

QUALIFICATIONS

- Currently enrolled CSUB student with at least 8 undergraduate units and a minimum G.P.A. of 2.0, or graduate student with at least 4 graduate units and a minimum G.P.A. of 3.0.
- Extensive knowledge of exercise physiology and kinesiology, safe training procedures, exercise program implementation, and the proper use of cardiovascular, resistance, free weight, and related fitness equipment.

- Certification in personal training by ACSM, NSCA, ACE, NASM or other nationally recognized organization.
- Previous experience in supervising and instructing individuals in a fitness environment.
- Certification in CPR/AED/First Aid through The American Heart Association or American Red Cross only. (Must be obtained within 30 days of hiring.)
- Demonstrated ability to be highly organized and possess strong planning skills.
- Genuine interest in a variety of individuals and commitment to providing quality service to diverse populations.
- Excellent oral and written communication skills.
- Willingness and ability to work early morning, night, weekend, finals, and quarter break hours.

CLASSIFICATION AND COMPENSATION

Student Assistant III: 8-10 hours per week.

APPLICATION PROCESS AND DEADLINE

Applications can be found on Handshake- <https://csub.joinhandshake.com/login>

Included in the application is a section titled "Tips for Applicants" that will help prepare candidates for the selection process.