

Department: Campus Recreation
Job Title: Personal Trainer
Reports to: Coordinator of Fitness



Summary:

Personal Trainers within Campus Recreation are fitness professionals that possess the knowledge, skills and abilities to demonstrate safe and effective exercise and fitness program design. Trainers provide instruction, motivation, and accountability for the purpose of reaching the personal health and fitness goals of their clients. The position of Personal Trainer requires an enthusiastic attitude, attention to detail and the ability to adapt workout regiments around pre-existing medical conditions.

Acquired Knowledge, Skills & Experience:

At the conclusion of this position, the Personal Trainer position should demonstrate the following competencies:

- Communication- able to transmit information both verbally and nonverbally clearly and effectively by practicing active listening
- Problem-solving- able to utilize knowledge, facts, and resources to identify and define a problem or issue
- Professionalism- act with integrity and empathy as it relates to modeling and guiding others to follow the policies of the university and department

Essential Functions:

- Provide quality customer service to all individuals including faculty, staff, and students
- Positively represent Campus Recreation and Wake Forest University
- Ability to uphold and clearly communicate facility and university rules and regulations; apply safe practices, hold users accountable
- Attend staff meetings and required monthly trainings
- Coordinate training scheduling with clients
- Perform all training in uniform
- Provide consultation services for clients to identify goals, medical conditions, training needs or preferences; verify payment of fees prior to any training session
- Clean and organize Personal Training equipment after use

Required Knowledge, Skills, Abilities:

- Must be current or obtain First Aid/CPR/AED Certification or able to obtain within 30 days of hire
- Successful completion of a nationally recognized Personal Trainer Certification. (ACSM, NASM, ACE, NSCA, NCSF, CSCC, ETC) Must also maintain said certification in accordance with the varied guidelines set forth by the certification provider.
- Completion of 20+-hour hands-on training designed to supplement the knowledge and skills obtained via certification.

Preferred Knowledge, Skills, Abilities:

- Excellent communication, time management, and organizational skills.
- Energetic and outgoing personality
- Ability to multi-task and work independently
- Reliable, trustworthy and punctual
- Previous exercise and fitness experience preferred

Disclaimer:

This position profile identifies the key responsibilities and expectations for performance. It cannot encompass all specific job tasks that an employee may be required to perform. Employees are required to follow any other job-related instructions and perform job-related duties as may be reasonably assigned by the employee's supervisor.

To help provide a safe learning and living community, Wake Forest University conducts background investigations and drug screens for all final candidates being considered for employment.

Wake Forest seeks to recruit and retain a diverse workforce and encourages qualified candidates across all group demographics to apply. Wake Forest University is committed to providing access and reasonable accommodation in employment for individuals with disabilities.