



JOB TITLE: EXERCISE FITNESS SPECIALIST

Classification: Classified
Salary Range: 33

Retirement Type: PERS*
Board Approved: October 17, 2011

BASIC FUNCTION:

Under the direction of the Dean and in conjunction with the instructors, will conduct assessments and develop programs to maximize the physical potential of students and general populations of all ages. Provide screening assessments, exercise programs, tests and other related evaluations to develop and monitor individuals' fitness levels and progress. Responsible for overseeing the fitness/wellness center including maintenance, upgrades and/or improvements as required and ensuring participant's safe and proper equipment use and

REPRESENTATIVE DUTIES:

Perform screening assessments and complete PARQ's (Physical Activity Readiness Questionnaires) including collection of medical and exercise history, cardiovascular disease risk factors, and blood pressure.

Administer sub-maximal and maximal cardiopulmonary exercise tests to determine cardiovascular fitness and aerobic endurance.

Evaluate muscle function including strength and power using a variety of resistance devices and specialized assessment equipment.

Develop conditioning programs that address cardiovascular demands of the sport.

Develop flexibility, muscular endurance and sports specific programs.

Perform testing and evaluations of student-athletes on a routine basis.

Support and communicate with instructors, team doctors, athletic trainers and coaches to serve student-athlete needs.

Provide guidance regarding nutritional and supplemental products and reinforce drug free environment, in accordance with FDA recommendations.

Provide recommendations to general public, students, student-athletes and instructors.

Provide assessment and documentation tools, in order to assure proper explanation of training techniques.

Prepare fitness profile reports and assist in the development of customized participant exercise programs.

Recommend facility upgrades and improvements including purchasing of equipment replacements or additions for fitness facilities based on independent research.

Develop maintenance schedule for equipment, perform and document periodic equipment safety checks, and remove from use any unsafe equipment.

Assist with fitness/wellness center supervision including enforcement of safe practices, equipment use and conduct.

JOB QUALIFICATIONS:Education and Experience:

Bachelor of Science or Bachelor of Arts and at least 6 months related work experience.

OTHER QUALIFICATIONS:Knowledge/Areas of Expertise:

Knowledge of strength and conditioning equipment.

Knowledge of conducting physical fitness screening assessments and evaluations.

Knowledge of developing conditioning and individual customized fitness programs.

Interpersonal/human relations skills.

Related uses, maintenance, storage, inventory and purchase of equipment and supplies used in a comprehensive exercise physiology laboratory utilized for adult fitness programs.

Effective communication and interpersonal skills to facilitate interacting across a diverse population requiring tact, courtesy, patience and professionalism at all times.

Abilities/Skills:

Ability to develop and administer strength and conditioning programs.

Effective use of open circuit calorimetry, anthropometric and muscle testing equipment in conducting fitness assessments across a broad range of individuals of all ages, ranging from high performance athletes to general public.

Effectively use computing skills including proficiency in Microsoft Word, Excel and PowerPoint; familiarization with email programs such as Microsoft Outlook; experience with Internet searching.

Establish and maintain cooperative and effective working relationships with others.

Accept flexible assignments including evenings and weekends.

Understand and carry out oral and written directions.

Provide work direction to others as required.

Work independently.

Maintain equipment and supplies.

Speak effectively to civic groups and promote the adult fitness program.

Ability to lift up to 75 lbs.

Licenses or Other Requirements:

CSCS (Certified Strength and Conditioning Specialist) certification.

First Aid and CPR certification.

A.C.S.M. Health/Fitness Instructor or Exercise Specialist certification is desirable.

WORKING CONDITIONS:

Fitness setting.

Days and hours may vary, including evenings and weekends.

Additional hours may be required.

Daily interaction with a diverse population.

Work will be performed in multiple environments including: office, fitness center (gym), and/or outdoor environments (100%).

PHYSICAL REQUIREMENTS:

Standing 80-90%; sitting at desk/use of computer/phone 10-20%5-10%

Extended periods of standing and assisting others during physical exercise, stretching, etc.

Use and maintain exercise instruments and equipment.

Ability to lift up to 75 lbs.

* Previous employment performed in a different public retirement system may allow eligibility to continue in the same retirement system.