



535 North Tyler Avenue
PO Box 1480
Pinedale, WY 82941

www.pinedaleaquatic.com
307.367.2832

JOB DESCRIPTION: PERSONAL TRAINER

Personal Trainers provide one-on-one or pair instruction per request of patrons to help them meet their fitness and health goals. The trainer is responsible for the safety of participants by offering appropriate program outlines and direction to the individuals participating while using the latest teaching techniques and fitness moves. This position is an hourly position and may work a varied schedule depending on clients..

Supervised by: Recreation Manager/Assistant

Supervises: None

Essential Job Duties:

- Meet with each participant for a pre-session consultation to establish fitness goals and objectives.
- Design a program specific to each individual participant that will most benefit the participant(s).
- Schedule appointments based on participant request and trainer availability.
- Provide professional and encouraging coaching during sessions while ensuring safe execution of exercises.
- Organize, set up, clean, and store all fitness equipment utilized.
- With the Recreation Manager, establish an inventory of exercise equipment and needs.
- Complete and maintain necessary records/forms.
- Ensure the safety of all participants; be educated on any medical concerns for each participant.
- Enforce all facility policies and rules.
- Assist participants with medical emergencies and administer first aid and CPR as necessary.
- Inspect facilities for cleanliness. Report any unsafe or unclean areas of the facility.
- Handle and report to the Recreation Manager any problems, concerns, or emergencies that arise during sessions.
- Establish and maintain good public relations for all recreation programs and activities.
- Attend staff meetings and in-service trainings as appropriate.
- Performs other appropriate duties as assigned.

Qualifications:

- Must be 18 years of age or older.
- Must hold a current Personal Training certificate with an accredited association (i.e. ACSM, ACE, AFAA, etc); previous experience leading group fitness classes or personal training preferred.
- Must have current certifications in First Aid/CPR or ability to obtain within 90 days of hire date.
- Must possess excellent customer service skills.
- Must be able to communicate both verbally and in writing.
- Must be able to exercise independent judgment and appropriate self-direction.
- Must be able to work with adults of all ages and physical abilities.
- Must be able to bend, crouch, stoop, reach, climb, and provide assistance to clients.
- Must pass a background check and any required drug screenings.

I, _____ have read the above job description for the Pinedale Aquatic Center Fitness Instructor position. To the best of my knowledge I am able to perform all duties of the job as described.

Employee

Date

Supervisor

Date