OwlFit Group Exercise Instructor

MAIN PURPOSE OF THE JOB
Lead a variety of group exercise classes for the safe and effective participation of Department of Sports and Recreation patrons.

PRIMARY RESPONSIBILITIES OF THE JOB (TASKS PERFORMED REGULARLY)
- Must be a student of Kennesaw State University. Exceptions must be approved by the Fitness Coordinator.
- Demonstrate knowledge of exercise principles, kinesiology, and biomechanics.
- Educate participants on proper and safe exercise form, including exercise modification.
- Motivate, lead, and guide participants to an effective workout with enthusiasm.
- Monitor participants and their ability to ensure proper use of equipment and technique.
- Demonstrate first aid safety, CPR, AED, and emergency action plan knowledge.
- Arrive to class 15 minutes early with music cued, class planned, and equipment set-up.
- Stay for 15 minutes after class to put away equipment and be available to answer participant questions.
- Manage class attendance and remind participants to sign in for EVERY class
- Provide excellent customer service.
- Adhere to dress code as outlined for employees
- Maintain consistent communication through WhentoWork, email, phone, and/or other means as required by supervisor.
- Attend new staff training
- Promote the mission of the Department of Sports and Recreation Center
- Keep all certifications up-to-date, including: CPR/AED & First Aid, Primary Group Exercise and/or Specialty Certifications

ADDITIONAL RESPONSIBILITIES (TASKS PERFORMED OCCASIONALLY)
- Attend monthly group exercise instructor meetings.
- Participate in OwlFit special events and/or programs.
- Assist with equipment cleaning and inspection.
- Check participant passes for high volume classes.
- Mentor new instructors and complete peer evaluations.
- Assist with fitness workshops and certifications hosted by OwlFit
- All other duties as assigned by supervisor.

BASIC QUALIFICATIONS
- Possess and maintain a national fitness certification (see next page).
- Possess and maintain current CPR, First Aid, AED certification.
- Complete the new staff training
- Complete online Ethics training
- Strong communication skills.
All OwlFit Group Exercise Instructors must hold a nationally recognized, current certification.

Preferred Certifications for Primary Group Exercise Instruction
- Aerobics and Fitness Association of America (www.afaa.com)
- American Council on Exercise (www.acefitness.org)

Acceptable Certifications for Primary Group Exercise Instruction
- Aerobics and Fitness Association of America (AFAA)
  - Primary Group Exercise Certification
- American Council on Exercise (ACE)
  - Group Fitness Instructor
- National Exercise Trainers Association (NETA)
  - Certified Group Exercise Instructor

Acceptable Specialty Certifications* for Group Exercise Instruction
- ZUMBA® (www.zumba.com)
- Turbo Kick®
- PiYo™
- Hip Hop Hustle™
- Yoga Alliance affiliated trainings systems (www.yogaalliance.org)
- Schwinn®
- Spinning®
- Other certifications may be accepted upon approval by the Fitness Coordinator.

*Although it is preferred that all Group Exercise Instructors hold a primary group exercise certification, instructors that hold a specialty certification may apply with the understanding that they will only be able to teach classes pertaining to their specialty.
OwlFit Personal Trainer

MAIN PURPOSE OF THE JOB
Deliver personal training services to Department of Sports and Recreation patrons using the recommended methods of nationally-recognized certifying agencies.

PRIMARY RESPONSIBILITIES OF THE JOB (TASKS PERFORMED REGULARLY)
- Must be a student of Kennesaw State University. Exceptions must be approved by the Fitness Coordinator.
- Demonstrate knowledge of exercise principles, kinesiology, and biomechanics.
- Educate participants on proper and safe exercise form, including exercise modification.
- Design personalized fitness programs in strength, cardiovascular, and flexibility.
- Conduct fitness assessments to aid in goal setting and tracking progress to keep participants motivated.
- Motivate, lead, and guide participants to an effective workout with enthusiasm.
- Demonstrate first aid safety, CPR, AED, and emergency action plan knowledge.
- Maintain client records and adhere to strict confidential ethical practices.
- Provide excellent customer service.
- Adhere to dress code for employees
- Maintain consistent communication through WhentoWork, email, phone, and/or other means as required by supervisor. Must check email at least once a day and respond to time-sensitive materials within 48 hours.
- Promote the mission of the Department of Sports and Recreation
- Keep all certifications up-to-date, including: CPR/AED & First Aid and Personal Training Certifications

ADDITIONAL RESPONSIBILITIES (TASKS PERFORMED OCCASIONALLY)
- Attend monthly personal trainer meetings.
- Participate in OwlFit special events and/or programs.
- Assist with equipment cleaning and inspection.
- Mentor new personal trainers and complete peer evaluations.
- Assist with fitness workshops and certifications hosted by OwlFit.
- All other duties as assigned by supervisor

BASIC QUALIFICATIONS
- Possess and maintain a nationally accredited personal trainer certification (see next page).
- Possess and maintain current CPR, First Aid, AED certification.
- Complete the new staff training
- Complete online Ethics training.
- Strong communication skills.
All trainers must hold a nationally recognized, current Personal Trainer certification.

**Preferred Certifications for Personal Training**
- National Strength and Conditioning Association (NSCA) www.nsca.com
- American College of Sports Medicine (ACSM) www.acsm.org
- National Academy of Sports Medicine (NASM) www.nasm.org
- American Council on Exercise (ACE) www.acefitness.org

**Acceptable Certifications for Personal Training**
- Academy of Applied Personal Training Education
  - Certified Personal Trainer
- ACTION Certification (ACTION)
  - Certified Personal Trainer
- Aerobics and Fitness Association of America
  - Personal Trainer Certification
- American College of Sports Medicine
  - Certified Personal Trainer
  - Certified Clinical Exercise Specialist
  - Certified Health/Fitness Specialist
  - Registered Clinical Exercise Physiologist
- American Council on Exercise
  - Advanced Health and Fitness Specialist
  - Personal Trainer
- The Cooper Institute
  - Personal Trainer Certification
- International Fitness Professionals Association
  - Certified Personal Fitness Trainer
- International Sports Sciences Association
  - Certified Personal Trainer
- National Academy of Sports Medicine
  - Certified Personal Trainer
- National Council for Certified Personal Trainers
  - Certified Personal Trainer
- National Council on Strength and Fitness
  - National Certified Personal Trainer
- National Exercise and Sports Trainers Association
  - Certified Personal Fitness Trainer
- National Exercise Trainers Association
  - Certified Personal Trainer
- National Federation of Professional Trainers
  - Certified Personal Fitness Trainer
- National Strength and Conditioning Association
  - Certified Personal Trainer
  - Certified Strength and Conditioning Specialist
- PTA Global, Inc.
  - Personal Training Academy Global Certified Personal Trainer

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