



Marshall Area YMCA

POSITION DESCRIPTION

Title: Personal Trainer
SUPERVISOR: Director of Healthy Living and/or Lead Personal Trainer
Date: March 30, 2022

General Function: Under the direction of the Associate Executive Director and in accordance with the goals and objectives of the Marshall Area YMCA, a Personal Trainer is responsible for assisting members/guests with equipment utilization; assist in maintaining fitness equipment; and orientate new members with the Fitness Center.

Skills and Qualifications: The position requires a person with an education and background in fitness. A Personal Trainer should be able perform one-on-one interviews with members to assess goals and objectives; perform various fitness tests and write exercise prescriptions; have knowledge of the biomechanics of strength training. The position requires CPR and First Aid certification, Personal Training Certification.

Physical Requirements: A Personal Trainer must be able to demonstrate and use a variety of fitness machines including, but not limited to treadmills, free weights, and selectorized strength equipment.

Essential Functions:

1. Model, teach, and incorporate the YMCA's core values of Caring, Honesty, Respect, and Responsibility.
2. Conduct personal training sessions with members as scheduled following YMCA protocol and menu of services.
3. Develop and interpret a written exercise program for each client and file each program.
4. Perform ongoing evaluations of exercise programs and adjust as needed.
5. Perform and maintain competencies of fitness testing offered by the Marshall Area YMCA Fitness Center.
6. Complete all required employment records including time records in an honest and timely manner.
7. The Marshall Area YMCA will be known in the community as an organization dedicated to building character.
8. Stay current on health and fitness research and trends.
9. Be on time and prepared for each personal training appointment.
10. Attend new employee orientation within the first 60 days of employment and attend additional department meetings as scheduled.



11. Know, understand, and follow all facility guidelines, policies, and chain of command of the YMCA.
12. Be responsible for completing and turning in accident/incident reports IMMEDIATELY after the occurrence.
13. Notify the Director of Personal Wellness, building supervisor, or other staff member whenever a potentially serious problem arises with equipment or the facility.
14. Be responsible for finding a qualified substitute for any absence and notify the Fitness Director.
15. Have fun in the fulfillment of your duties.
16. Assist the Director of Personal Wellness and YMCA staff team as necessary to ensure successful outcome of YMCA operations and mission.
17. The incumbent must be able to fulfill the above job requirements by purposefully and seamlessly challenging her/himself and others to accept and demonstrate the positive values of Caring, Honesty, Respect and Responsibility.

EFFECTS ON END RESULT:

The effectiveness of the incumbents' fulfillment of this position should be measured by:

1. A YMCA that is recognized for excellent member service and high quality programs.
2. Motivated and well-trained staff and volunteers.
3. An environment where safety and risk management is the highest priority.
4. A YMCA that is welcoming to the community and reflects our mission and values.
5. The Marshall Area YMCA will be known in the community as an organization dedicated to building character.

Employee

Date

Supervisor

Date

The Marshall Area YMCA instills the values of Caring, Honesty, Respect, & Responsibility through programs & services that build a healthy spirit, mind & body for all.