



Job Description

Fitness and Wellness Coach (MAT Leave Coverage)

Reports To: Manager, Athletic Operations - Fitness

Mission: *To create an environment that inspires a passion for student success.*

Desired Results of the Position:

- Display leadership on the floor that inspires students of all abilities to participate in activities and events, encouraging students to take ownership of their health.
- Spark a movement. Inspire activity and participation offering something for everyone in day-to-day programming.
- Develop a culture where members feel safe, valued, respected, and inspired to work out.
- Ensure members receive comprehensive and precise information to promote an inclusive and accepting environment that encourages a sense of connection and familiarity.

Nature and Scope:

Reporting to the Manager, Athletic Operation - Fitness, the incumbent is responsible for effectively communicating and enforcing all policies, rules, and regulations pertaining to the use of the Athletics and Recreation Centre and its members. They will lead by example to maintain a clean and safe environment. They strive to establish personal connections by greeting and addressing members by name, fostering an inclusive and welcoming environment. The incumbent aims for outstanding personal performance through effective communication, enthusiasm, and competence. They actively inspire and motivate students to take ownership of their health and well-being. The position also requires that the incumbent establish harmonious and productive relationships with the Students' Association board, staff, college officials, student groups and the outside community.

Job Duties

- Onboard new members by recommending and demonstrating appropriate exercises, providing fitness equipment orientations as well as making themselves available to provide both individual and group fitness orientations in a supportive, inclusive environment.
- Organize and verify the daily schedule of services, activities, and events, which include group orientations, facility tours, fitness classes, personal training sessions, and incentive programs.
- Ensure all policies, rules and regulations are communicated, monitored and enforced regarding the use of the facility in a professional, courteous manner.
- Responsible for the development, promotion and implementation of innovative motivational campaigns, fitness classes, one on one and small group personal training sessions and special events.
- Regularly circulates and engages with members in the facility; promotes available programs, services and upcoming events and remains visible to members.
- Maintain a clean, organized workstation and fitness areas; actively participate in the day-to-day cleanliness of the facility.
- Ensure monthly statistical reports regarding incentive program usage, workshop and fitness orientation attendance are completed, and submitted to the Manager, Athletic Operations-Fitness.
- Collaborate with the Diversity, Equity, and Inclusion Coordinator to ensure that services and information is being promoted sensitively.
- Assist with training of part-time employees.
- Follow operational procedures for the sale of fitness memberships, personal training packages and fitness merchandise, ensure established cash handling measures and deposits are followed at the front desk when required.
- Perform laundry duties as required.
- Notify the Manager, Athletic Operations-Fitness of any equipment malfunctions or damage and take corrective action as directed.
- Assist with repairs, cleaning and preventative maintenance of fitness equipment.
- Identify areas of service improvement and forwards recommendations to the Manager, Athletic Operations-Fitness.
- Report any member or facility issues to the Manager, Athletic Operations-Fitness for follow up action.
- Remain knowledgeable of current industry trends to ensure continued personal growth.
- Other duties as assigned.

Core Competencies

- Member Focused and Service Oriented
- Communication and Teamwork
- Planning and Organizing
- Problem Solving and Adaptability

Desired Skills and Qualifications

- The ideal candidate would have a Diploma in Fitness and Health Promotions or a related field.
- Minimum of two years' experience relative to the Fitness Industry.
- Personal Trainer, Coach or Fitness Instructor Certification from a recognized certifying body.
- Ability to recommend exercise and fitness activities to a range of age groups and members of different physical abilities.
- Strong organizational skills, self-initiating work ethic.
- Strong verbal and written communication skills.
- Comprehensive understanding of fitness operations.
- Commitment to customer service.
- Strong leadership, confidence with energetic interpersonal skills.
- First Aid/CPR certification.

Compensation:

- Mat leave replacement begins Jan 2, 2025
- This position is part of CUPE Local 5154 – pay level 5 (\$33.02- \$36.70)
- Internal/External (Employees who are full-time internal candidates, as defined by the CUPE 5154 Collective Agreement, will be given first consideration)
- This position is a full-time position, 35 hours a week.
- The Algonquin Students' Association offers a comprehensive benefits package to its employees.