

**FITNESS ASSISTANT
PART-TIME (20 HOURS)
MONTEREY SPORTS CENTER
SALARY RANGE: \$20.00-\$25.00**

Description:

Under direction of the Fitness Supervisor, provide group and individual leadership, instruction, marketing, community outreach and administrative support to personal training, fitness and group exercise programs; and to do related work as required.

Essential Functions:

- Assist in the development of comprehensive fitness, personal training and group exercise programs and services
- Assist in creating fitness, personal training and group exercise schedules
- Assist in hiring personal trainers and group exercise instructors
- Assist in payroll and other administrative tasks
- Assist with fitness/group exercise equipment upkeep and maintenance
- Schedule personal trainers and fitness assessments and communicate with staff/guests of appointments
- Return phone calls for fitness appointments/assessments/group exercise inquiries/track and update phone log
- Assist in social media marketing/print marketing for fitness, personal training and group exercise
- Teach/sub group exercise classes if qualified (rate of pay \$31.00-\$35.00/hour if teaching)
- Assist supervising and training new personal trainers on the Microfit Assessment system and personal training policies and procedures to follow
- Train personal training clients if qualified (rate of pay \$31.00-\$35.00/hour if training)
- Work a varied schedule based on needs of fitness, personal training and group exercise programs
- Attend and assist with health fairs and other community outreach events
- Supervise part-time staff and facility as needed

Qualifications:

2 years experience in fitness related field. Group Exercise Certification, Personal Trainer Certification or equivalent is desired but not required.

Please submit application to Lauri Ataide, Fitness Supervisor at ataide@monterey.org