

Oshkosh Community YMCA  
Job Opportunities

Health and Wellness Department  
Part-Time Personal Trainer

The Oshkosh Community YMCA is seeking outgoing, responsible, caring, and dedicated certified personal trainers to work in our Health and Wellness Department. The staff must be flexible and be willing to work up to 29 hours per week.

The Personal Trainer works in conjunction with the Health and Wellness Staff, Personal Trainers, Community Health and Wellness Director, and the Group Exercise Director. Our Personal Trainer's provide the highest level of expertise in personal training, bio-mechanical evaluation, and physical fitness leadership.

**Personal Trainer Duties:**

- Provides individuals with exercise testing, prescriptions and instructions.
- Leads energizing, safe and educational sessions to include personal training and programs.
- Effectively recruits new clients and promotes current programs.
- Proficient to use Microsoft Word, Excel, PowerPoint, and Publisher.
- Creates a welcoming and enthusiastic environment in the wellness center for all fitness levels and encourages and motivates members.
- Maintains working knowledge of wellness and trends to provide effective information and support to members.
- Able to teach group exercise and instruct large groups through exercise.
- Builds effective, authentic relationships with members; helps members connect with each other and the YMCA.
- Be dependable, reliable, and self-motivated.
- Hold a flexible schedule which may include split shifts.
- Possess strong communication skills
- Keeps accurate attendance, retention, and sales records.
- Attends required training sessions, workshops and staff meetings.
- Participates in continuing education, fundraising and other special events, as required.
- Follows YMCA policies and procedures; responds to emergency situations.
- Follows direction from the Health and Wellness Director.

**Education:**

- Bachelors degree from a four year college or university preferred; or one to two years related experience and training; or equivalent combination of education or experience.
- Must have current personal training certification (ACSM, NSCA, etc.)
- Previous personal training experience required

- Excellent customer service skills, outgoing personality with a desire to be helpful to others
- Preferred sales experience.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

- While performing the duties of this job, the employee is required to stand or walk the majority of the shift; the employee is frequently required to push, pull, balance, bend, twist, squat, kneel and reach; the employee must frequently lift and or move objects up to 20 pounds and occasionally lift and or move objects up to 100 pounds. The employee is regularly required to see, hear and talk.
- The employee is frequently exposed to moving parts of exercise equipment and cleaning supplies (chemicals) for wiping down exercise equipment.
- The work environment includes the wellness center, with some possible outdoor exposure during the workday. This role routinely uses standard office equipment such as computers, telephones, photocopiers and fax machines.

**Please fill out the employment application, and attach an unofficial transcript, and contact Rich Roehrick, 20<sup>th</sup> YMCA Health and Wellness Director, with any further questions.**

**Rich Roehrick**  
**20<sup>th</sup> HW Director**  
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