

Division of Recreational Services
Job Title: Graduate Assistant
Fitness East and Personal Training

Job Description

Responsibilities: Assist with the planning, training, supervision and evaluation of the Fitness East Staff and assist with the recruitment, training, supervision and evaluation of the Personal Training staff.

Characteristic Duties and Responsibilities:

1. Assist with the recruitment, hiring, training, supervision and evaluation of the Fitness East student staff to include the coordination of CPR, AED and First-Aid training.
2. Assist with the recruitment, hiring, training, supervision and evaluation of the Personal Training staff to include the coordination of CPR and AED training.
3. Meet as needed, with the Assistant Director responsible for Fitness East and Personal Training to coordinate the short and long term goals of this area.
4. Assist in the design of Personal Training program and the Personal Training Instruction Training Program.
5. Provide personal training to a diverse clientele as assigned.
6. Teach group fitness and wellness classes as assigned.
7. Provide fitness assessment testing as assigned.
8. Expectations for the ongoing pursuit of excellence and achievement at The University of Iowa
 - a. Establishes and maintains standards of collaborative interaction among peers and employees that is characterized by respect, honesty and service; assures that all unit members are held to similar standards and ethics.
 - b. Manages the talents, strengths and behaviors of each individual in a diverse work group, while providing each employee with the opportunity to contribute to the goals of the unit. Works to assure that all employees are respected and treated consistent with University policies in regard to equal employment opportunity and diversity.
 - c. Inspires and motivates others to high performance by exercising strong stewardship of University resources, setting expectations, measuring

success through individual performance evaluations, and driving organizational results.

- d. Identifies opportunities for and creates development plans that encourage employees to attend to the growth of their personal and professional capacity; engages self and staff in collective reflection of the University's greater role in society.

Supervision Received:

Direct supervision received from the Assistant Director assigned to Fitness East and Personal Training Program.

Supervision Exercised:

Supervision is exercised over the Fitness East staff and Personal Training staff.

Education Requirement:

B.A or B.S. degree in Health Promotions, Exercise Science, Sports Management, Community Recreation or related field and acceptance into the Graduate College of the University of Iowa.

Certifications Preferred:

CPR, AED, First-Aid

Desirable Qualifications:

Certification with ACE, ACSM, AFAA, NSCA or NASM is preferred.

The University of Iowa is an Equal Opportunity and Affirmative Action Employer. Women and minorities are strongly encouraged to apply.