



EMPLOYMENT OPPORTUNITY

Fitness Instructor/Attendant(s)
Competition Number: DCD-2019-37-EX
(Casual Call-in)
Department of Community Development

Under the general supervision of the Recreation Supervisor-Aquatics and Fitness or designated supervisor, the Fitness Instructor/Attendant supervises the health and fitness room; conducts quality fitness orientation programs; and ensures the general maintenance of fitness/weight room equipment.

The successful candidate must have experience in the fitness training environment supplemented by completion of recreational program courses and completion of Canfitpro Certified Fitness Professional Certification or equivalent, Standard First Aid, C.P.R, Level C and AED certifications; or sufficient qualifications as determined by assessment.

The closing date for receiving applications is Friday, September 6, 2019.

The City offers an exciting work environment. This is a unionized position; the hourly rate of pay is \$23.56 plus 6% vacation pay. Day, evening and weekend work will be required.

Interested applicants may apply, in confidence, by submitting a cover letter and resume in PDF format referencing the competition number to recruitment@mountpearl.ca.

The City thanks all interested applicants. Selected applicants will be notified if invited for an interview. To check the status of competitions or view the detailed job descriptions please visit our website at www.mountpearl.ca or contact Human Resources at 709-748-1094.

JOB DESCRIPTION

POSITION TITLE:	FITNESS INSTRUCTOR/ATTENDANT
DESIGNATED SUPERVISOR:	Recreation Supervisor-Aquatics and Fitness
DEPARTMENT:	Community Development

SUMMARY OF FUNCTIONS:

Under the supervision of Recreation Supervisor-Aquatics and Fitness or designated supervisor, the Fitness Instructor/Attendant supervises the health and fitness room; conducts quality fitness orientation programs; and ensures the general maintenance of fitness/weight room equipment.

MAJOR DUTIES & RESPONSIBILITIES:

- Monitor the health and fitness room and to ensure user safety and the policies and procedures are being followed and equipment is used appropriately.
- Provide quality health and fitness room orientation sessions as requested in a warm, friendly and supportive atmosphere.
- Create an awareness of safe fitness/health training procedures, and provide constructive feedback to those users who are performing exercises.
- Ensure equipment is used appropriately.
- Inspect all equipment daily and notify supervisor whenever repairs or replacements are necessary.
- Ensure the health and fitness environment is kept clean and tidy and that equipment is stored properly.
- Provide guided tours of facility and highlight features and services offered.
- Conduct fitness testing.
- Design health and fitness/weight training programs taking into consideration various needs and physical abilities of patrons and provide related information.
- Perform periodic spot checks of health and fitness room users to ensure that all have the appropriate membership or passes.
- Perform minor maintenance required of gym equipment (Lubrication of equipment, tightening of bolts, etc.)
- Maintain a current knowledge of programs and services within the Community Development Department and fitness trends.
- Interact effectively with a diverse group of people and answer related inquiries.
- Recommend improvements to health and fitness room.
- Complete written reports on all facility activities, including accidents/incidents within fitness areas and the facility.
- Maintain and retrieve information in accordance with the requirements set forth by the Access to Information and Protection of Privacy Act, 2015, and City information management policies and procedures.

NOTE:

The above statement reflects the duties necessary to describe the principal functions of the job and shall not be considered as a detailed description of all the duties of the job.

JOB DESCRIPTION

QUALIFICATIONS:

Experience in the fitness training environment supplemented by completion of recreational program courses and completion of Canfitpro Certified Fitness Professional Certification or equivalent, Standard First Aid, C.P.R, Level C and AED certifications; or sufficient qualifications as determined by assessment.

- Knowledge of the organization, procedures, functions and objectives of a fitness and recreation facility.
- Knowledge in the area of health and fitness programs including weight training and associated activities.
- Knowledge of hazards and safety precautions involved in the work and ability to follow safety protocols.
- Experience and skill in dealing with the public with a demonstrated customer service outlook.
- Demonstrated coaching skills.
- Ability to perform the physical duties of the position.
- Ability to safely perform work under minimum supervision.
- Ability to communicate effectively with members of the public in a responsible and professional manner.
- Ability to establish and maintain cooperative and productive working relationships.
- Ability to contribute as a team player with personal commitment to the City's mission, values and guiding principles and safety.
- Ability and willingness to work day, evening and weekend hours.



Chief Administrative Officer

June 1, 2018