FITNESS ADVISOR

PURPOSE
SRC Fitness Advisors are responsible for exercise advice on a one-on-one or small group basis. The staff is responsible for implementing fitness programs and for ensuring that equipment is used appropriately and for the desired purpose.

SUPERVISORY DUTIES AND RESPONSIBILITIES
- Educate and enforce policies regarding safe and proper use of equipment and facilities.
- Familiarize participants with the safe and effective use of all cardiovascular, resistance, and free weight equipment.
- Develop and deliver fitness workshops.

PROGRAMMATIC DUTIES AND RESPONSIBILITIES
- Execute scientifically sound workout programs designed by Certified Personal Trainers based on established norms and guidelines.
- Provide advice on basic exercise physiology and proper lifting and exercise technique.
- Provide participants with exercise and nutritional recommendations information.
- Provide participants with workout cards and files.
- Provide safe and effective spotting techniques to participants.
- Demonstrate on-going competence in providing current and accurate information to participants.
- Respond to all injuries and assist in immediate first aid and proper emergency procedures.
- Regularly inspect equipment and report any safety or maintenance needs.
- Keep exercise areas organized, clean, and inviting.
- Communicate maintenance, custodial, or security issues to appropriate SRC personnel.
- Educate participants and student staff; adhere to, and enforce, all policies and procedures.
- Maintain familiarity with evacuation plans and assist during major emergencies.

ADMINISTRATIVE SUPPORT DUTIES AND RESPONSIBILITIES
- Provide support to the Director and Coordinators on specific projects as needed and assigned.
- Represent the SRC and CSUB in a professional manner and act as an SRC ambassador at all times.
- Serve as a role model to other student staff and participants.
- Provide positive public relations and policy education to participants.
- Attend and contribute to all mandatory staff meetings, workshops, and retreats.
- Provide a friendly, inclusive, service-oriented environment for all staff and participants.
- Demonstrate awareness of, and appreciation for, individual uniqueness and diversity.
- Maintain a positive relationship with staff and co-workers.
- Demonstrate commitment to student development and leadership.
- Maintain high standards and achieve high expectations.
- Maintain prompt hours and follow absence procedures.

QUALIFICATIONS
- Currently enrolled CSUB student with at least 6 undergraduate units and a minimum G.P.A. of 2.0, or graduate student with at least 4 graduate units and a minimum G.P.A. of 3.0.

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• Knowledge of exercise physiology and kinesiology, safe training procedures, and the proper use of cardiovascular, resistance, free weight, and related fitness equipment.
• Demonstrated progress toward obtaining certification in personal training by ACSM, NSCA, ACE or other nationally recognized organization.
• Certification in CPR, AED, and First Aid from either the American Red Cross or the American Heart Association within 30 days of hire.
• Demonstrated ability to be highly organized and possess strong planning skills.
• Genuine interest in a variety of individuals and commitment to providing quality service to diverse populations.
• Excellent oral and written communication skills.
• Willingness and ability to work early morning, night, weekend, finals, and quarter break hours.

**Classification and Compensation**
Student Assistant II - $10.50 per hour. 10-15 hours per week.

**Application Process and Deadline**
Applications can be found at the Student Recreation Center Welcome Desk, or online at http://www.csub.edu/reccenter/employment.shtml. Included in the application is the "Tips for Applicants" sheet that will help prepare candidates for the selection process.

Completed applications are due on **mm/dd/yy by 5:00 p.m.** to the Student Recreation Center Welcome Desk.