Fort Peck Community College
PO Box 398
605 Indian Ave
Poplar, MT 59255
406-768-6300

Job Title:	**Wellness Center Coach**	**Position Type:**	Full Time
Wage Range:	Depending on Qualifications	**Date Closing:**	Open Until Filled

Fax or E-mail resume to: (406) 768-6301 or KSears@fpcc.edu	**Mail:** Kylee Sears, HR Manager Fort Peck Community College P.O. Box 398 Poplar, Montana 59255	Submit the following for employment: 1. Letter of Interest 2. FPCC Application 3. Resume' 4. College Transcripts 5. 3 Letters of Reference

Job Description

Under the supervision of the FPCC Health & Wellness Coordinator, the Wellness Coach/Personal Trainer will assist with motivating and educating our fitness members of the FPCC Wellness Center and the community at large through one-on-one training. The Wellness Coach will also work at the front desk, assisting members with memberships, check-ins, and questions about setting up personalized exercise routines. Monitor the fitness room as fitness members use the exercise equipment

PRINCIPAL ACTIVITIES:

- Monitor front desk at the Poplar Wellness Center (and occasionally Wolf Point as needed).
- Maintain cleanliness of the facility / help maintain a neat, clean and pleasant environment on the gym floor
- Design safe and effective 30-60 minute personal training programs for individuals, adapting fitness program to each person's specific needs and abilities
- Provide individual supervision (as needed/requested) and reinforcement during members' training session
- Promote personal training through personal example and member interaction
- Attend continuing education courses

OTHER ACTIVITIES:

- Responsible for closing up and securing the gym at night.
- Assisting with membership tracking, collecting dues.
- Monitor fitness room as fitness members use the exercise equipment
- Motivate and educate fitness members in leading healthy lifestyles
- Greet and acknowledge members
- Offer information on proper use of exercise equipment

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- Understand the prevention, detection, and treatment of musculoskeletal injuries, basic emergency procedures, and the legal professional responsibility of Wellness Coaches/Personal Trainers
- Inform members of new information regarding strength training safety and effectiveness
- All other duties by supervisor or Community Wellness Outreach Coordinator
- Be knowledgeable on how diet, nutrition, clothing, footwear, and attitude impacts fitness.

QUALIFICATIONS & SKILLS:

- Minimum 18 years of age
- High School Graduation/GED
- Associate's degree (or in-progress) preferred
- Basic computer skills, ability to learn member tracking software
- 1-2 years work experience
- Organizational & interpersonal communication skills
- Ability to motivate others to create exercise routines
- CPR Certified within 3 months of hire
- Must be able to lift 45lbs
- Physical, visual and auditory ability to perform essential functions of the job

This position is grant funded for (4) years with position ending on 9/29/24.

~All new applicants are subject to a Pre-Employment Drug Screening & Background Check~