

Personal Trainer

Hourly rate dependent on qualifications; On-call position available (up to 28 hours/week).

James City County's Parks and Recreation Department seeks an individual to perform responsible work planning, executing and/or instructing personal training sessions for individuals of a variety of ages and abilities.

Responsibilities:

- Plan, implement, and conduct specific personal training activities appropriate to the participants' ages; write class description and lesson plan of program content; formulate and submit supply sheets and instructional handouts to participants.
- Prepare site for activity and ensure proper clean-up at end of each class; maintain rapport with site staff.
- Ensure participant records are up-to-date and submitted at the conclusion of class; ensure participant evaluations are handed out at the end of class; ensure class goals are met.
- Oversee proper use of facility, equipment, and supplies; establish and enforce class rules and policies for participants.
- Ensure participant safety; administer first aid when necessary; report all accidents, incidents, and concerns to the supervisor.

Requirements:

- Must possess, or be able to obtain within 30 days of hire, a valid Virginia driver's license and have an acceptable driving record based on James City County's criteria.
- May require possession, or the ability to obtain within six (6) months of hire, First Aid and Cardiopulmonary Resuscitation (CPR) certifications from the American Red Cross.
- May require certification(s) in class/program topic, such as aerobics, personal training, lifeguard instruction, swim instruction, water safety instruction, archery and canoeing from approved certifying organization.
- Knowledge of specialized subject matter of class/program; instructional procedures and practices; knowledge of participant performance level.
- Skill in leadership (group and individual); teaching techniques, organizing time and assessing participants' interests and capabilities; communicating both orally and in writing; group facilitation; dealing with difficult situations.
- Ability to work effectively with children and adults; plan and direct a quality recreational program; oversee work of others; generate interest of participants in class/program; break down subject matter to teach assigned age/skill groups.

[Click here](#) for full job description. Accepting application until position is filled. Cover letters and resumes may also be attached, but a **fully completed application** is required for your application to be considered.

Only online applications to our website will be considered. To apply, please visit the James City County Career Center at <https://jobs.jamescitycountyva.gov>