East Stroudsburg University Recreation Center

Graduate Assistant: Fitness

This part-time position (20 Hours) will work under the supervision of the Associate Director of the Recreation Center for Fitness. The Graduate Assistant will gain on the job learning and experiences on how to manage a comprehensive fitness and wellness program. The student will be responsible for assisting with teaching group fitness classes, training clients, managing student personnel, aiding the operations of personal training program, and implementing wellness programs and initiatives.

**Fitness Duties**
- Assist with the Group Fitness and Personal Training Programs
- Assist in recruiting, training, evaluating, and scheduling group fitness instructors and the personal training staff.
- Assist in the creation of a semester based Group Fitness class schedule
- Teach Group Fitness class such as Step, Kickboxing, Yoga, Pilates, and etc.
- Assist with certifications and workshops
- Assist with the implementation of the staff in-training programs
- Manage the personal training fitness assessment office
- Train clients on an as need basis
- Develop and maintain marketing outlets that include: social media, brochures, bulletin boards, fliers, newsletters and handouts
- Implement risk management procedures.

**General Duties**
- Responsible for operating University and SAA, Inc. vehicles
- Additional position responsibilities will be tailored to meet the professional goals of the student
- Perform other related duties as assigned by the Director or Assistant Directors of the Recreation Center or the Executive Director of the Student Activity Association, Inc

**General Requirements**
- Maintain 3.0 GPA in Master’s Program at ESU
- Maintain Current CPR, Fist Aid and AED Certifications
- Bachelor’s Degree
- Acceptance into the Exercise Science or Clinical Exercise Physiology Masters Degree Program at ESU (Each Master’s program may have different acceptance requirements)

**Preferred Qualification**
- Experience in recreation programming
- Bachelor’s Degree in Exercise and Sport Science, Kinesiology, Physical Education, Recreation, Sports Management, Administration or related field.