



CLASS SPECIFICATION FOR  
**Senior Fitness Trainer**

---

**GENERAL STATEMENT OF DUTIES:** To provide individual and group fitness training services to a diverse audience of County employees, with primary focus on services to the three public safety agencies of Police, Fire, and Sheriff.

**DISTINGUISHING FEATURES OF THE CLASS:** An employee in this class develops, plans, organizes and leads individual and group exercise and fitness programs appropriate to target audience and participants. Responsible for programs that provide strength, flexibility, and cardiovascular wellness instruction to participants in both a one-on-one environment and various diverse employee groups at County facilities. Responsibilities afford opportunity for independent judgment in planning work and making technical determinations. General supervision is received and difficult problems are reviewed and discussed with the supervisor.

**EXAMPLES OF WORK** (illustrative only):

- Plans, develops, and facilitates group and individual fitness programs and regimes and appropriate exercise instruction to diverse group of County employees;
- Creates a schedule of classes that meets the needs of both Public Safety and General Government employees;
- Analyzes job requirements of public safety employees in order to suggest appropriate fitness strategies;
- Evaluates ideal delivery method for classes based on needs of the group participants or individual employee;
- Prepares curricula for group fitness classes and organizes resources for group and individual training sessions;
- Demonstrates the proper techniques for performing exercises and using exercise equipment, provides hands-on assistance, monitors, motivates, and encourages the client during exercise and/or workout;
- Ensures the safe use of equipment and maintains records of equipment use in the weight room;
- Maintains the established parameters for safety of the employees when conducting classes;
- Conducts fitness assessments of individual employees to determine musculo-skeletal fitness, flexibility, body composition, cardiovascular fitness;
- Designs short and long-term exercise and fitness program for the employee, which includes goals and objectives, as well as daily exercise regimens, paying particular attention to contraindications or health concerns of the employee;
- Analyzes medical and physical therapy instructions in order to suggest appropriate fitness exercises;
- Provides technical expertise on fitness-related matters to staff and employees;
- Prepares handouts, brochures, correspondence and other marketing information for individual and group fitness services;
- Maintains client information in a database as appropriate as well as written records of client information and fitness progress;
- Promotes the fitness and personal trainer programs to County employees;
- Assists with the development of long and short term program plans and objectives;
- Assists with the development and evaluation of fitness program marketing strategies and determines the most appropriate marketing strategy for courses and for individual fitness training services;
- Provides regular reports on fitness services that are provided;
- Investigates and researches topics related to fitness, nutrition, recovery from injury, and strength training;
- Maintains an up-to-date knowledge of strength-training protocols, proper exercise techniques, new equipment, and other changes in the fitness industry;
- Performs related work as assigned.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Extensive knowledge of principles and practices of physical fitness and fitness training for injury recovery; ability to present ideas and recommendations clearly and concisely both orally and in writing; ability to establish and maintain effective working relationships with County officials, employees and the public; good oral presentation and training skills; ability to learn and assist with marketing strategies, physical condition that permits the activities necessary in and inherent to the facilitation of cardiovascular and strength training and use of related equipment; ability to use physical exertion during group fitness classes; ability to keep statistical records and to make regular and special reports; good knowledge of personal computers and /or automated systems and the ability to enter, retrieve and analyze data; tact; and courtesy.

**MINIMUM EDUCATION AND EXPERIENCE:** Possession of a Bachelor's degree in physical education, exercise science, sports management or related field plus four years of experience as a Personal Trainer or other directly-related experience; OR, any equivalent combination of experience and training which provides the required knowledge, skills and abilities. Certification as Certified Fitness Instructor preferred. Certifications in CPR and Basic First Aid Certification preferred.