



MITTLEMAN JEWISH COMMUNITY CENTER

6651 SW Capitol Highway, Portland, OR 97219

P: 503.244.0111 F: 503.245.4233 www.oregonjcc.org

JOB TITLE: Personal Trainer (Certified)  
DEPARTMENT: Fitness  
REPORTS TO: Fitness Manager  
COMPENSATION: DOE

TO APPLY: Obtain an application from the Mittleman Jewish Community Center, 6651 SW Capitol Highway, Portland, OR 97219, 503-244-0111; or at our website: [www.oregonjcc.org](http://www.oregonjcc.org). **A signed, completed application is required; submission of a resume is optional and does not replace the application form. Please also include a copy of your certification.** Please return your application to the attention of the MJCC Human Resources Office at the address noted above. The MJCC is an Equal Opportunity Employer.

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## INTRODUCTION

The Personal Trainer is responsible to provide various personal training services that provide guidance and support to members in maximizing workout efficiency, improving fitness, increasing stamina, and enjoying their fitness experience.

TYPICAL EXAMPLES OF WORK (These examples represent the essential functions of the position. They are not, however, inclusive of all the duties the position may perform.)

1. Develop safe, professional and comprehensive personal training programs that are individualized to meet members' fitness needs. Work with members to develop fitness goals; monitor progress; provide encouragement and support. Ensure that members are satisfied with their workout programs.
2. Conduct equipment orientations. Offer useful, tactful and safe advice regarding the use of equipment.
3. Provide excellent customer service. Provide information specific to fitness center programs, and general information about MJCC operations. Answer questions and address concerns within scope of authority.
4. Educate members on current health and fitness issues and trends.
5. Keep Fitness Director informed of needs, questions, and changes of the clientele.
6. Enforce facility and fitness program policies.

QUALIFICATIONS Any combination of experience and training is qualifying that demonstrates the ability to perform the duties of the position. This would typically include:

- American Council on Exercise (ACE) certification or equivalent.
- Six months' experience providing personal training services in a fitness center or gym that includes work with strength training and cardiovascular equipment. Certification in First Aid, CPR and AED, or ability to become certified upon hire.

Knowledge: Knowledge of individual fitness program design, cardiovascular training and nutrition; knowledge of the safe use and operation of strength training and cardiovascular equipment; general knowledge of body mechanics and anatomy.

Skill: Skill in fitness assessment; skill in the use of a variety of fitness equipment.

Ability: Ability to project a positive, professional image; ability to build relationships with customers and maintain proper professional boundaries; ability to communicate effectively with others, both orally and in writing; ability to understand and follow oral and/or written policies, procedures, and instructions; ability to work effectively with co-workers in a diverse workforce; ability to respond appropriately to question/concerns from other employees and the public; ability to work independently and make decisions within established procedures; ability to work a flexible schedule as needed.

#### PHYSICAL REQUIREMENTS OF THE POSITION:

Duties are performed in a fitness center and require the ability to demonstrate the proper and safe use of exercise and weight training equipment. This typically involves pushing, pulling, gripping, bending, stooping and walking. Normal-range acuity in vision and hearing is required.