SPRING LAKE PUBLIC SCHOOLS

JOB DESCRIPTION

Position Title: Personal Trainer and Group Fitness Instructor

Department: Spring Lake Fitness & Aquatic Center

Pay: based on Experience and Specialization

Starting at $20 per class as Group Instructor/ $35 per hour as Personal Trainer

Reports To: Asst. Director of SL Fitness & Aquatic Center

Date: November 2025

OVERVIEW

The Personal Trainer and Instructor will develop exercise programs for participating members of the Spring Lake Fitness and Aquatic Center.

ESSENTIAL FUNCTIONS

- Develop safe and effective exercise programs for individuals and groups of various fitness levels
- Schedule clients and enter client appoints in Club Automation software
- Record class attendance and enforce class and facility policies
- Offer useful, tactful, and safe advice to individuals regarding their exercise program and/or use of equipment
- Provide safe and effective instruction of all cardiovascular and weight training equipment
- Conduct equipment orientations and/ or health and fitness screenings
- Maintain and clean exercise equipment and facility
- Become knowledgeable in all offerings to be able to answer member questions
- Enforce facility policies, rules, and regulations
- Assist with emergency response
- Other duties as assigned by the FAC Administrators

WORK SCHEDULE

- Various hours Sunday – Saturday
- Volume of hours dependent on Personal Trainer and Instructors acquisition of clients

QUALIFICATIONS AND EXPERIENCE

- 18+ years old
- Experience in developing comprehensive exercise prescriptions
- Thorough understanding of strength training and cardiovascular exercise
- Knowledge of anatomy and physiology
- Good communication skills

- Personal Training certification from a national organization
- First Aid/CPR/AED certification or willingness to obtain within 3 months of hire