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# Example of Health Fitness Assistant Job Description

Our growing company is looking for a health fitness assistant. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for health fitness assistant

* Assist Director in managing the Off Campus Health Fitness Program, including facility trainers, student grades, attendance, and facility visits
* Work collaboratively with Athletic Department and community partners to oversee Advanced Movers program and events, including swim program and track meets
* Work to build positive working relationships with principals, directors, and specialists
* Interacts with members and monitors equipment and participant safety
* Participates in membership drives to acquire new members
* Creates newsletters, porcelain press and healthy topic bulletin board monthly
* Monitors facility and interacts with members, providing excellent customer service
* Develops individual exercise programs
* Manages our kiosk within the fitness center and answers questions about programs and provides guidance on proper equipment use
* Maintains participant files and database based on HIPAA guidelines

## Qualifications for health fitness assistant

* Associate/Bachelor Degree in Exercise Science, Health Promotion, Kinesiology or related discipline ORHealthFitness recognized industry certifications in Group Exercise and/or Personal Training (ACE, AFAA, NSCA, NASM, ACSM) and 1-2+ years related industry experience preferred
* Personal Training and/or Group Exercise certifications are preferred (will be required within 3 months of hire)
* Master's degree or higher in Literacy Education, Reading, English Education, or TESOL
* Minimum of two years of experience teaching 2- or 4-year college students developmental reading, developmental English, and/or integrated developmental reading and writing
* Experience teaching Integrated reading and writing
* Experience using technology to mediate instruction