



Example of Wellness Manager Job Description

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Our company is hiring for a wellness manager. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for wellness manager

- Organize annual calendar of events to ensure all activities, programs and challenges are implemented in a consistent and timely manner
- Provides overall project management for biometric screening events
- Assist in managing vendor relationships for wellness programming
- Govern all programs for on and off site fitness clubs (excluding Canada and UK)
- Establish clear roles and responsibilities for each vendor, including implementation of change processes where needed
- Define strategies to increase usage and monitor measures of success that meet business objectives
- Direct oversight of onsite third party fitness center
- Rally global Facilities Managers in development and implementation of programs that are both inclusive and diversified for fitness, health and wellness globally
- Initiate process improvements and deployment of benchmarking-generated best practices taking into account industry trends
- Spearhead Global Fit and Health Committee to determine desired outcomes and opportunities, including activities within EA and identify gaps in services

Qualifications for wellness manager

- Identify and direct Global Fit and Health deliverables for each fiscal year using current and future resources based on EA's short term and long term

- Furnish monthly and quarterly reports for fitness, health and wellness expenditures against budgets and forecast
- Foster strong internal working relationships with all departments
- Experienced in creation, negotiation, and administration of contracts and policy creation
- Bachelor's Degree in Health Promotion, Public Health or a related discipline is required