Job Title: Graduate Assistant, Strength & Conditioning

Overview: Join one of the most dynamic collegiate recreational sports program in the country. We are committed to our mission – to enhance the quality of life at Purdue and to provide intentional recreation and co-curricular experiences for our student employees and participants that promote lifelong learning and an appreciation for a healthy lifestyle. We are also committed to live our values; Celebrate Differences, Optimize Resources, Remember our Customer, Educate Always, and Collaborate. Our award-winning facilities afford us the opportunity to serve as a model for student development and learning.

Position Description: Purdue University Division of Recreational Sports is seeking qualified applicants for a 2-year Graduate Assistant that requires 20 hours per week on an established schedule that fits with the student’s course demands. The GA will report to and work collaboratively with the Assistant Director of Strength & Conditioning to assist in the management of all Strength & Conditioning program areas. The GA will be expected to maintain personal training clients as needed and facilitate specialty programs. This position will also serve as a role model and provide leadership to all part-time Strength & Conditioning employees. The candidate will be afforded a variety of opportunities within the Division of Recreational Sports including, but not limited to; CPR Instructor Certification, special event management, participation in division-wide student hiring, and a G.A. Development Series.

Program Highlights and Initiatives: The Fitness team is led by two full-time professionals and two Graduate Assistants. Our student staff team is comprised of approximately 50 Fitness Consultants, 20 Personal Trainers and 35 Group Fitness instructors. Our facility contains a variety of “fitness neighborhoods” to meet the diverse needs and interests of the Purdue University community.

The Fitness Program offers a variety of programs and services to help patrons achieve their health and fitness goals. The Personal Training program offers a variety of packages, including fitness assessments, jumpstart sessions, one-on-one sessions, buddy training, and small group training. Student Fitness Consultants supervise fitness areas and provide form analysis, posture assessments, spotting, equipment orientations, and more. We also offer a variety of clinics and workshops such as; Olympic Lifting, Corrective Exercises, Functional Training, Running Techniques, and more. Other fitness and wellness offerings include: approximately 70 different group fitness and instructional fitness classes per week; demonstration kitchen programs; stress management, sexual health, and other wellness programs and workshops.

Responsibilities:

Programming

- Assist in the facilitation of specialty fitness programs, including Corrective Exercise, Functional Training, Powerlifting Meet, World’s Strongest Boilermaker, and Running Clinics
- Assist in the creation and implementation of new specialty fitness programs, including: research, project management, staffing, marketing, and reservations

Personnel

- Assist in the hiring, training, supervision and evaluation of 20 Personal Trainers and 50 Fitness Consultants
- Assist with the development and facilitation of Strength & Conditioning staff trainings, meetings, and continuing education
- Lead educational topics at monthly staff meeting for Personal Trainers and Fitness Consultants
- Evaluate Personal Trainers’ program designs and session conduct

Operation

- Coordinate intake of new Personal Training clients, including client tracking and client-trainer assignment
- Generate monthly status reports for program participation, personal training revenue, profit, and retention rates
- Provide recommendations for equipment purchases
- Maintain personal training clients as needed
- Assist in the implementation of risk management initiatives
- Accountable for daily office operations and must adhere to scheduled office hours

**Assessment / Evaluation**

- Assist in the development of Strength & Conditioning program goals and initiatives
- Collect and analyze surveys to assess patron satisfaction
- Assist in the development of learning outcomes for student employees and participants

**Student Development**

- Assist in teaching the ACE Personal Training Prep Course, to include leading a number of class sessions
- Mentor student employees and provide continuous feedback
- Assist in conflict mediation and recommend student disciplinary action when necessary
- Pursue continuous professional development opportunities

**Qualifications:**
Bachelor’s Degree (Kinesiology, Health Promotion or related field preferred)
Admittance to Graduate School at Purdue University
Experience in collegiate fitness, preferably in personal training
Personal Trainer certification through ACSM, ACE, NSCA or NASM preferred
Strong desire to gain knowledge and experience in all areas of fitness programming

**Salary & Contract Dates:** The 12-month assistantship provides a salary of approximately $1,500 per month ($18,000 annually) along with a remission of all but a portion of tuition and fees (approximately $900 per semester). Vacation benefits up to a maximum of 22 days per year are also included. Appointment dates are approximately July 1, 2016 through June 30, 2017 and contract is renewable upon successful academic and professional progress.

**To Apply:** Send cover letter, resume with GPA, and names/contact info of at least three references to:
Grant Irby, Assistant Director-Strength & Conditioning
Purdue University Division of Recreational Sports
355 North Martin Jischke Drive
West Lafayette, IN 47907
(765) 496-1345 | girby@purdue.edu

*Preferred application deadline is February 7, 2016 and applicant review will continue until position is filled.*

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