



**VALDOSTA STATE UNIVERSITY**

**Graduate Assistant – Fitness**

**DESCRIPTION:** The Graduate Assistant will be responsible for the design, implementation, and management of all Fitness related activities within Valdosta State University Campus Recreation. Under the supervision of the Assistant Director of Programming & Staff Development, the Graduate Assistant serves as a leader and liaison to the Fitness team (made up of Weight Room Attendants, Personal Trainers, and Group Fitness Instructors). The Graduate Assistant will be responsible for coordinating and developing the schedules of the Fitness Staff. This position is responsible for organizing and partnering with outside entities, and managing relationships to further enhance VSU Campus Recreation’s brand. This position also has responsibilities with student growth and development.

**RESPONSIBILITIES:**

- Assist with the coordination and development of all fitness programs including Personal Training, Group Fitness, Weight Room, and Special Events/Outreach.
- Assist with recruiting, hiring, training, supervising, evaluating, and scheduling 40+ staff; including 1-2 team leaders
  - Develop, organize and implement schedules for Weight Room shifts, utilizing the When to Work scheduling system
  - Organize, schedule and market Group Fitness Classes & events
  - Monitor and schedule personal training requests
- Create, organize, and monitor BlazerLink check-ins for Group Fitness and Personal Trainers
- Facilitate training, mentoring and continuing education opportunities for all Fitness staff; assist in maintaining certifications for all areas
- Develop, plan and execute Fitness & Wellness events, such as Strongest Blazer, GloGa, etc.)
- Work cooperatively with other Campus Recreation staff members and assist with departmental special events
- Serve as a substitute Group Fitness Instructor, Personal Trainer & Weight Room Attendant, as needed
- Maintain an active presence in all fitness programs, events, and with Fitness staff.
- Assist in developing & managing wellness programming for faculty, staff and students
- Manage & develop content for online instructional fitness & wellness portal
- Participate in Campus Wellness Committee and assist with campus-wide wellness events and programming
- Other duties as assigned

**QUALIFICATIONS:**

- Bachelor’s Degree required, preferably in Exercise Science, Kinesiology, Recreation, Sport Management, or related field.
- Hold a current nationally recognized personal training and/or group fitness certification (i.e., ACSM, NASM, ACE, NSCA, AFAA).
- Minimum of two years’ experience in a Recreational Sports program including personal training or group fitness instruction experience preferred.
- Excellent verbal and written communication skills, word processing, as well as strong interpersonal skills.

# Graduate Assistant Fitness



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- Proficient with all Microsoft office applications; Proficient with using a Mac and Windows computers.
- Demonstrates understanding of fitness techniques, movements, and ability to develop routines, and schedules
- Proven ability to recruit, develop, lead, supervise and motivate student personnel
- Positive attitude, proven ability to work successfully with diverse populations, and excellent customer service skills.
- Qualified candidates must be accepted by VSU Graduate School in desired field of study before the final offer can be made for the position. Applicant must also have taken or must be planning to take the GRE exam.

**COMPENSATION:** \$8,000.00 Stipend for 10 months, Full Tuition Waiver,

**LAST DATE FOR CONSIDERATION:** For optimal consideration, please submit your application items before Friday, February 4<sup>th</sup>, 2022. Position will remain open until filled.

**PERSON INTERESTED IN THIS POSITION SHOULD:** Forward a cover letter, resume and references to:  
Annalisa McCarty, Recreational Supervisor

VSU Campus Recreation

1500 North Patterson Street Valdosta, Georgia 31698

Email: [ajmcarty@valdosta.edu](mailto:ajmcarty@valdosta.edu) Phone: (229) 333-5898 Fax: (229) 259-5088

Do not apply through [bluefishjobs.com](http://bluefishjobs.com)

**NOTES:** The Position is a 1-year appointment (10 month) with an additional second year based upon performance. Full tuition waived (In and out-of-state, up to 15 credit hours for fall and 15 credit hours for spring, summer tuition waiver up to 9 credit hours). Salary based on 10 month period (Fall/Spring). Summer hourly employment is also available. Must pay student fee (approximately \$1,100). Position is contingent upon the applicant's acceptance to the Valdosta State University Graduate School.

**CAMPUS RECREATION  
DIVISION OF STUDENT AFFAIRS**