

Wellville Club & Courts

Personal Trainer

Department: Fitness and Wellness

Reports To: Program Lead, Fitness & Wellness

Hourly Pay Range: \$18.00–\$40.00 per hour, based on experience and qualifications

Position Summary

The Personal Trainer provides safe, individualized, and evidence-based fitness coaching to Wellville Club & Courts members. This position assesses clients' fitness levels and goals, develops personalized exercise programs, teaches proper movement and equipment use, monitors progress, and adjusts programming as appropriate.

The Personal Trainer works with clients of varying ages, abilities, experience levels, and fitness goals. The trainer creates a welcoming and supportive environment that helps clients build confidence, improve their health and performance, and develop movement habits they can maintain throughout their lives.

Essential Duties and Responsibilities

- Conduct initial consultations to learn about clients' fitness goals, exercise experience, preferences, and relevant health considerations.
- Complete Wellville-approved fitness assessments and movement screenings within the trainer's qualifications and scope of practice [confirm whether included].
- Develop safe and appropriate individualized exercise programs based on each client's goals, abilities, assessment results, and fitness level.
- Conduct one-on-one and, when assigned, partner or small-group personal training sessions [confirm whether partner or small-group training is included].
- Clearly explain and demonstrate exercises, equipment use, proper form, and safe movement techniques.
- Observe clients during exercise and provide coaching, encouragement, corrective instruction, and appropriate modifications, regressions, or progressions.
- Monitor clients for signs of discomfort, overexertion, injury, or other safety concerns and respond according to established procedures.
- Track client participation, performance, and progress using Wellville-approved records and systems.
- Periodically reevaluate client goals and progress and adjust exercise programs as appropriate.
- Help clients establish realistic fitness goals and maintain motivation and accountability.
- Educate clients about general fitness, movement, recovery, and healthy lifestyle practices within the trainer's qualifications and scope of practice.
- Refer clients to qualified medical, rehabilitation, nutrition, or other professionals when their needs extend beyond the trainer's qualifications or role.
- Explain and enforce safety expectations related to exercise, equipment, and use of the facility.
- Maintain professional boundaries and protect the confidentiality of client information.
- Begin and end scheduled sessions on time and maintain accurate training and client records.
- Create a welcoming, respectful, and encouraging experience for clients of different ages, backgrounds, abilities, and fitness levels.
- Prepare the training area before each session, return equipment afterward, and report equipment or facility safety concerns promptly.
- Follow established emergency-response, injury-reporting, and incident-reporting procedures.

- Support client retention by providing reliable, professional service and a consistently positive training experience.
- Maintain required certifications and stay informed about current evidence-based fitness practices and safety standards.
- Participate in required staff meetings, training, and professional development.
- Collaborate with other Wellville employees to provide a consistent and positive member experience.
- Follow Wellville policies, procedures, professional standards, and member confidentiality expectations.
- Perform other related duties consistent with the position.

Required Qualifications

- Current personal training certification from a nationally recognized certifying organization, such as ACSM, ACE, NASM, NSCA, or another Wellville-approved organization.
- Current CPR and AED certification.
- Knowledge of exercise principles, safe movement techniques, fitness assessment, and individualized exercise-program design.
- Ability to demonstrate exercises and provide clear verbal and visual instruction.
- Ability to develop and modify fitness programs for clients with different experience levels, abilities, and goals.
- Ability to recognize common safety concerns and respond appropriately within the trainer's qualifications and scope of practice.
- Strong communication, interpersonal, motivational, and customer-service skills.
- Ability to maintain professional boundaries and protect confidential client information.
- Commitment to creating an inclusive, respectful, and welcoming environment.
- Ability to work independently while collaborating effectively with other team members.
- First Aid, CPR, and AED Certification required or willing to obtain.

Preferred Qualifications

- Previous experience providing one-on-one personal training.
- Education or additional certification in exercise science, kinesiology, strength and conditioning, corrective exercise, sports performance, active aging, or a related field.
- Experience working with beginners, youth, older adults, athletes, or clients with varying abilities.
- Experience providing partner or small-group personal training.
- Experience working in a community-based fitness, wellness, recreation, or membership environment.
- Experience using fitness assessments, client-management software, or progress-tracking systems.

Knowledge, Skills, and Abilities

- Knowledge of anatomy, exercise physiology, biomechanics, fitness assessment, and safe exercise-program design.
- Ability to gather relevant client information and use it to create appropriate fitness goals and exercise programs.
- Ability to observe movement and provide clear, respectful, and constructive coaching.
- Ability to adapt exercise programs based on a client's progress, abilities, feedback, and changing goals.
- Ability to motivate and support clients without making unrealistic promises or using shame-based coaching methods.
- Ability to communicate effectively with people of different ages, backgrounds, abilities, and levels of fitness experience.
- Ability to recognize when a client's needs require referral to a qualified healthcare or other professional.
- Ability to respond calmly and appropriately to injuries, emergencies, and unexpected situations.
- Ability to maintain accurate, timely, and confidential client records.
- Ability to establish positive relationships with members, guests, and coworkers.
- Dependability, professionalism, sound judgment, and punctuality.
- Willingness to learn, accept feedback, and stay current with evidence-based fitness practices.

Physical Requirements

The physical requirements listed below are representative of those needed to perform the essential functions of the position, with or without reasonable accommodation.

- Ability to demonstrate the movements and exercises included in client programs.
- Ability to remain active and communicate effectively throughout training sessions.
- Ability to stand, walk, bend, reach, squat, kneel, stretch, and move repeatedly while instructing clients.
- Ability to set up, move, and store fitness equipment used during training sessions.
- Ability to lift, carry, push, or pull up to 50 pounds.
- Ability to observe clients and respond promptly to potential safety concerns or emergencies.

Work Environment

This position works primarily in an active fitness and recreation environment. The employee may experience music, elevated noise levels, frequent movement, fitness equipment, and multiple members exercising simultaneously. The position involves regular interaction with members, guests, coworkers, and community participants.

Scope of the Position

The Personal Trainer conducts fitness assessments and develops individualized exercise programs consistent with the trainer's education, certifications, assigned responsibilities, and scope of practice.

The Personal Trainer does not diagnose injuries or medical conditions, provide medical treatment or rehabilitation, prescribe medications, or provide individualized meal plans or medical nutrition therapy unless the employee holds the legally required credentials and has been specifically authorized to provide those services.

When a client reports pain, injury, significant health concerns, or needs beyond the trainer's qualifications, the Personal Trainer must follow Wellville procedures and refer the client to an appropriate qualified professional.

Equal Employment Opportunity

Wellville Club & Courts is committed to providing equal employment opportunities to qualified applicants and employees. Employment decisions are made without unlawful discrimination based on any status protected by applicable federal, state, or local law.