Job Title 

Fitness & Wellness Director

Brief Job Description

The Fitness &Wellness Director will work to provide an exceptional fitness experiences for Hickory Hills Country Club members that safely and effectively help members achieve their fitness goals. The Director must be able to create, update and modify fitness programs that appropriately meet the needs of the members. More than anything, attitude will drive the ultimate hiring decision. We need a Director that is passionate about building a program from scratch, and create excitement about this new amenity for our Members.

**Membership/Client Programing, Training and Assistance:**

•  The Fitness & Wellness Director will manage all fitness programs, assessments and wellness educational programming.

•   Responsible for familiarizing members with the facility, maintaining a comfortable atmosphere for members, and motivating members that seek support.

•   Create safe and effective exercise programs

•   Clear and in-depth knowledge of current fitness equipment in the fitness facility

**Personal Training, Group Fitness and Instructors:**

•   Recruitment, oversight and development of group fitness instructors

•  Coordinate group fitness instructors and class schedules

•  Assist with the oversight of independent contractor’s (outside trainers) client list and schedule

•   Keep accurate account of training participants and group class attendees

•  Oversight of independent contractor’s (outside trainers) client list and schedule

•  Ensure that group fitness instructors have a reserve back up to limit class cancelations

**Fitness Facility:**

•  Remain familiar and up to date on current fitness trends, fitness classes and training protocols

•  Responsible for monthly inventory data collection

•  Ensure the safety of members and club property by determining when equipment or facilities are in need of repair and communicating to GM and Facilities Maintenance team in a timely manner.

•  Ordering of supplies using the specific budget guidelines.

•  Develop monthly newsletter content

•   Assume other duties as assigned

Candidate Qualifications

**Additional Skills:**

•  Promptness and time management skills

•  Clear understanding of golf and tennis related fitness trends

•   Basic computer skills

•   Excellent verbal and nonverbal communication skills

•   Ability to motivate and nurture others

•   Outwardly facing professional appearance

•   Confidence and desire to create new relationships quickly

•   Ability to quickly acquire and apply new knowledge and skills

**Physical Activities Required:**

•  Standing for long periods of time

•  Daily walking, lifting, bending, squatting, and reaching

•  Ability to do a personal training workout

•  Ability to lift at least 50 pounds

•  Flexibility to work early morning, evening, and weekend hours as necessary

**Licensure, Certification, and/or Registration (LCR):**

•  CPR/First Aid/AED

•  Active Personal Training certification from a nationally-recognized organization (i.e. ACSM)

•  Active Group Fitness certification from a nationally-recognized organization (i.e. ACE, AFAA)

Educational Requirements

Date Position Available

10/1/2019

Other Benefits

Health insurance, dental, vision, 401(k), meal plan

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