

Position Title: Strength and Conditioning Intern

General Information: The **Strength and Conditioning Intern** is responsible for collaborating with the Strength and Conditioning Graduate Assistant and the Program Director with the training, supervision, and evaluation of the Strength and conditioning consultants and the personal trainers as well as special event management for the Oak Hammock Fitness Center. The main responsibilities include assisting in the Strength and Conditioning Graduate Assistant with the supervision the Fitness Centers staff, improving strength and conditioning consultant and personal trainer job performance, enhancing participant satisfaction in the strength and conditioning area, and performing organizational tasks relating to the Fitness Centers staff. This position reports to the Program Director and the Strength and Conditioning Graduate Assistant.

Qualifications: Enrollment in the College of Health and Human Performance is required. Experience in the area of Fitness/Wellness, excellent leadership, fitness training skills, and basic exercise testing is highly recommended. CSCS, ACSM H/FI and/or ACE personal trainer certification preferred.

Regular Duties and Responsibilities:

- Assist in the daily operation of the Strength and Conditioning area.
- Assist the Strength and Conditioning Graduate Assistant in the selection, training, supervision, and evaluation of the strength and conditioning consultants; assist in the supervision of all the Fitness Centers staff.
- Assist the Strength and Conditioning Graduate Assistant in the development and implementation of continuing education for Fitness Center staff.
- Submit detailed semester reports.
- Assist in the tracking of supplies and equipment.
- Inspect the Strength and Conditioning room and all equipment to ensure cleanliness and safety; replenish first aid kits.
- Maintain a thorough understanding of all policies and procedures.
- Complete other assignments as deemed necessary by the Program Director, Program Assistant or Graduate Assistant.
- Maintain current certification in adult CPR, AED and First Aid.
- Represent the Oak Hammock Fitness Center and the College of Health and Human Performance on an as-needed basis.
- Monitor staff shift reports for the Oak Hammock strength and conditioning area and write weekly staff notes.
- Assist with coverage of the reception area.