
Fitness – Graduate Assistant One Position Available

Description:

The Department of Physical Education, Recreation, and Dance is currently seeking one Graduate Assistant to primarily coordinate Personal Training and Group Exercise programs.

This position requires approximately 20 hours per week but collateral duties may apply. The compensation package consists of a weekly stipend of or \$307.69 per week and 8 credits tuition remission for the fall and spring semesters, and 4 credits for summers I and II. The position is renewable for a second year contingent upon the satisfactory performance of the individual during the first year.

Responsibilities may include but are not limited to:

- Assist the Fitness Managers with overseeing students and non-student group fitness instructors and personal trainers
- Hire, train, and schedule personal trainers and group fitness instructors
- Coordinate physical education credit schedule
- Coordinate FitPass group exercise schedule
- Maintain regular office hours to assist with Fitness Center operations
- Help to develop and present staff development lectures and workshops
- Help to develop and promote fitness, wellness, and adult instructional programming
- Assist with BU employee wellness workshops and programs
- Administer comprehensive fitness evaluations for members

Minimum Qualifications:

- Bachelor's degree from an accredited college or university
- Experience and course work at the university level in physical education, exercise science, physiology, social work, public health, management, or another related area of study
- Must be accepted to a Master's program at Boston University
- Strong organizational and managerial skills with a desire to lead team of fitness employees
- Strong communication skills and the ability to multi-task

Preferred Qualifications:

- Management experience in a fitness facility or customer service industry
 - Interest in and knowledge of fitness and wellness programming
 - Experience in exercise programming with a Personal Training, Group Exercise Certification, Yoga 200 hours or willingness to obtain certifications.
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Application Process:

Send or e-mail cover letter, resume, and references to:

Fitness Department

Boston University, Department of Physical Education, Recreation & Dance

915 Commonwealth Avenue

Boston, MA 02215

617-358-3760 | fitness@bu.edu
