



Fitness Graduate Assistant One Position Available

Description:

Boston University Physical Education, Recreation & Dance (PERD) is seeking a Graduate Assistant to primarily oversee the Personal Training and Custom Group Programming programs, with collateral duties as needed. This position requires an average of 20 hours per week. The compensation package consists of a weekly stipend of \$381.89, eight credits of tuition remission for the fall and spring, and four credits for the summer I and II semesters. The position is renewable for a second year, contingent on the individual's satisfactory performance during the first year.

Responsibilities may include, but are not limited to:

- Assist the Fitness Office with overseeing student and non-student Personal Trainers and Group Exercise Instructors
- Hire, train, and schedule Personal Trainers
- Coordinating the Personal Training and Custom Group Programming programs
- Provide customer service to Fitness programming clients/participants
- Help to develop and present staff development lectures and workshops
- Help to develop and promote Fitness programming
- Administer comprehensive fitness evaluations for members
- Maintain regular office hours to assist with the supervision of Fitness programs and facilities

Minimum Qualifications:

- Bachelor's degree from an accredited college or university
- Experience and coursework at the university level in physical education, exercise science, physiology, social work, public health, management, or another related area of study
- Must be accepted or currently enrolled in a Master's program at Boston University
- Strong organization, communication, time management, problem-solving, and managerial skills with a desire to lead a team of fitness employees
- Interest in and knowledge of fitness and wellness programming

Preferred Qualifications:

- Management experience in a fitness facility or the customer service industry
- Experience in exercise programming with a Personal Training, Group Fitness Instructor, Pilates Apparatus, or Yoga 200-Hours Certification, or willing to obtain a certification

Application Process:

Send or e-mail a cover letter, resume, and references (3) to:

Fitness Office

Boston University Physical Education, Recreation & Dance

915 Commonwealth Avenue

Boston, MA 02215

617-358-3760

fitness@bu.edu
