Fitness & Wellness Graduate Assistant
Position Description
2019-2020

10-MONTH POSITION BEGINNING AUGUST 1, 2019

The Fitness & Wellness (F&W) Graduate Assistant performs a significant role in the administration of the Fitness & Wellness program. Under the supervision of the Assistant Director and Coordinator for Fitness & Wellness, the Graduate Assistant serves as a leader and liaison to the F&W team (made up of Fitness Monitors, Personal Trainers, and Group Fitness Instructors).

RESPONSIBILITIES:
1. Assist with the coordination and development of all F&W programs including Personal Training, Group Fitness, Instructional, Small Group Training, Outreach, and Special Events.
2. Assist with recruiting, hiring, training, supervising, evaluating, and scheduling (When to Work) 100+ F&W staff; including 3 program assistants.
3. Supervise, mentor, and plan biweekly check-in meetings with F&W student program assistants.
4. Work closely with F&W program assistants to organize and facilitate bi-weekly area meetings for Personal Trainers and Group Fitness Instructors/Fitness Monitors, and monthly all-staff meetings.
5. Facilitate training, mentoring and continuing education opportunities for all F&W staff through instruction of a Personal Trainer Educational Course, F&W Staff Meetings, Educational Experiences, Certifications/Hosting, and Workshop/Conference Attendance.
6. Assist in the scheduling, reservation, implementation, and planning of F&W Outreach program and Special Events (FTR Leaderboard, Yoga for Two, Cycle-a-thon, etc.).
7. Maintain an active presence in all F&W programs, events, and with F&W staff.
8. Serve as a substitute Group Fitness Instructor and Personal Trainer as needed.
10. Work cooperatively with other Recreational Sports staff members and assist with departmental special events.
11. Complete other duties as assigned.

QUALIFICATIONS:
1. Bachelor’s Degree required, preferably in Exercise Science, Kinesiology, Recreation, Sport Management, or related field.
2. Minimum of two years’ experience in a Recreational Sports program including personal training or group fitness instruction experience preferred.
3. Acceptance into a graduate program in a related field at the University of Georgia.
4. Hold a current American Red Cross CPR/First Aid/AED certification.
5. Hold a current nationally recognized personal training and/or group fitness certification (i.e., ACSM, NASM, ACE, NSCA, AFAA).
Thank you for your interest in being a graduate assistant in the Department of Recreational Sports at the University of Georgia. Please make sure that you submit your application and corresponding materials via our online application form. Thanks and Go Dawgs!

Please be aware that offers for assistantship positions are contingent upon acceptance into the University Graduate School and the specific degree program you are applying for. Varying deadlines exist for all applications and it is the responsibility of the applicant to beware of these and apply accordingly.

Deadline to apply to the Graduate School is July 1, 2019 for domestic applicants to start classes for the Fall 2019 semester. However, specific graduate programs have separate AND earlier deadlines (see below). Applicants MUST be accepted into the Graduate School before they can be accepted into the degree program of their choice. [http://grad.uga.edu/](http://grad.uga.edu/)

- Stipend for 10-month (August-May) assignment: $13,318.00 (approx. $1331.80/month)
- June and July employment is available at an equivalent hourly rate after your first year of employment
- All graduate students pay a $25/semester tuition plus applicable fees (~$1,139.00); information on fees can be found at [www.bursar.uga.edu](http://www.bursar.uga.edu) All students on assistantship are required to have health insurance and mandatory health insurance premiums will be deducted from your assistantship paycheck unless students qualify for to opt out of the University System’s insurance plan. More info on health insurance can be found at [www.hr.uga.edu/students](http://www.hr.uga.edu/students)

**Common graduate programs that other Rec Sports graduate assistants have been enrolled in:**

- Master’s of Science in Kinesiology
  - Athletic Training
  - Exercise Physiology
  - Sport Management and Policy
  - Strength, Conditioning, and Fitness

- Master’s of Education in College Student Affairs Administration

- Master’s of Education in Higher Education Administration

There are many graduate degree programs offered at the University of Georgia. If you have questions, please feel free to contact us at [recsports@uga.edu](mailto:recsports@uga.edu).