

TITLE OF POSITION: Health & Wellness Assistant
EMPLOYER: VINE Faith in Action
IMMEDIATE SUPERVISOR: Health and Wellness Program Manager



QUALIFICATIONS:

- Preferred degree or pursuing degree in exercise science, human performance, community health or related field.
- Preferred national certification in personal training and/or group fitness.
- Experience leading exercise classes, e.g., land, water, and virtual programming.
- Experience working with a variety of people, particularly with older adults.
- General computer proficiency and comfort with Microsoft Office products and social media platforms.

ESSENTIAL FUNCTIONS:

- Lead water exercise, land exercise, and evidence-based health classes at the VINE Adult Community Center (VACC).
- Conduct fitness center orientations for new VACC members.
- In collaboration with other staff, develop and lead programs that support the positive aging experience of VACC members.
- Demonstrate proper form and technique for a variety of abilities with different fitness equipment.
- Perform pool safety protocols.
- Treat class participants with respect, dignity, and individuality.
- Possess creativity and adaptability in a variety of situations.
- Demonstrate appropriate communication with a wide variety people, as well as written and verbal communication skills appropriate for program coordination, scheduling, and the generation of reports.
- Coordinate volunteers, as needed.
- Other duties, as assigned.

PRE-EMPLOYMENT REQUIREMENTS:

- Successfully pass a criminal and background check.
- Provide the names of three work references.
- Possess current CPR/AED and First Aid certification or within 90 days of hire.

NATURE OF WORK: This non-exempt position is offered at 40 hrs./wk. However, applicants desiring part time hours and a flexible schedule will be considered. VINE's benefit package is prorated, based on the number of hours worked each week. It includes paid vacation and holidays, sick leave, health, and life insurance. VINE offers a 401K plan with employer match (according to the terms specified by the VINE Board of Directors). Daytime, evening, and weekend hours are possible.

PHYSICAL DEMANDS: Perform all aspects of the position, including but not limited to walking, standing for long periods of time, bending, reaching, and lifting.

APPLICATION PROCESS: To apply for the position, please submit the Application for Employment Form, a Cover Letter, and Resume to Katie Simon, Health & Wellness Manager, at katiesimon@vinevolunteers.com.