

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DOH0632770

Date Posted: 01/18/11

POSITION NO: 241117

Closing Date: 01/31/11

CLASS CODE: 3724

POSITION TITLE: Fitness Specialist

DEPARTMENT NAME: Navajo Nation Special Diabetes Program - Window Rock Wellness Center

DEPARTMENT NO: 63 WORKSITE LOCATION: Window Rock, Arizona

WORKS DAYS/HOURS: POSITION TYPE: GRADE: N620A

Days: Monday - Friday

Permanent:

SALARY:

Hours: Flex

Temporary:

Duration: _____ \$ 30,950.40 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 14.88 Per Hour

DUTIES AND RESPONSIBILITIES:

Provide exercise and fitness instruction with design for the wellness center clientele. Participates in exercise evaluations to include screening individual's medical histories and current health status to identify major risk factors. Develops and implements exercise program; develops and provides fitness-related educational programs and events. Plans and facilitates group teaching and training to expand services and increase public awareness on diabetes and other chronic diseases.

Maintain fitness equipment, assist the wellness center participants with fitness related inquiries and equipment. Utilize latest health, fitness scientific and medical knowledge in providing and evaluating health and fitness services.

Schedule appointment, process membership agreements and perform other administrative duties as assigned by the Physical Wellness Coordinator.

QUALIFICATION REQUIREMENTS:

Education and Training:

A Bachelor's degree in Physical Education, Exercise Science or related field and (1) year of physical fitness and wellness education experience; or an equivalent combination of education, training and experience which provides the capabilities to perform the described duties.

(To receive full credit for education/training, applicant must submit copies of college transcripts, degree, certificates, diploma, etc.)

Special Knowledge, Skills and Abilities:

Knowledge of principles and theory of exercise physiology.

Knowledge

of health and fitness program design and implementation.

Knowledge of fitness training and education methods and techniques in area of specialty.

Knowledge of the operation and maintenance of fitness equipment and facilities.

knowledge of basic life support, cardiopulmonary resuscitation (CPR), first aid and injury prevention techniques.

Skill in interacting with individuals from various social, economic, cultural and psychological backgrounds.

Skill in communicating effectively in oral and written form.

License/Certification Requirements:

Must possess a Cardiopulmonary Resuscitation (CPR) and First Aid Certificate.

VETERANS' PREFERENCE APPLIES

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.

Revised: 1-15-99