

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO:	<u>DOH06315761</u>	DATE POSTED:	<u>07/06/18</u>		
POSITION NO:	<u>241118</u>	CLOSING DATE:	<u>07/20/18</u>		
POSITION TITLE:	<u>Fitness Specialist</u>				
DEPARTMENT NAME / WORKSITE:	<u>Navajo Special Diabetes Program - Dilkon, Arizona</u>				
WORK DAYS:	<u>Monday - Friday</u>	REGULAR FULL TIME:	<input checked="" type="checkbox"/>	GRADE/STEP:	<u>A162A</u>
WORK HOURS:	<u>8:00 - 5:00 p.m.</u>	PART TIME:	<input type="checkbox"/>	NO. OF HRS./WK.:	<u>34,881.60</u> PER ANNUM
SENSITIVE	<input checked="" type="checkbox"/>	SEASONAL:	<input type="checkbox"/>	DURATION :	<u>16.77</u> PER HOUR
NON-SENSITIVE	<input type="checkbox"/>	TEMPORARY:	<input type="checkbox"/>		

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 supervisor.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- A Bachelor's degree in Physical Education, Exercise Science or related field; and one (1) year of physical fitness and wellness education experience; or an equivalent combination of education and experience.

Special Requirements:

- Possess a current Cardiopulmonary Resuscitation (CPR) and First Aid Certificate.
- A favorable background investigation.

Supplemental Information:

Persons hired in this position must obtain a Navajo Nation Vehicle Operator's Permit, National Incident Management Systems Training. Depending upon the needs of the Nation, some incumbents of the class may require to demonstrate fluency in both the Navajo and English languages as a condition of employment.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

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 the 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. Skill in establishing cooperative work relationships with those contacted in the course of work. Skill in the use of first aid procedures.

Ability to screen participants prior to participation in physical activity and to identify health problems that may require consultation with health professionals.

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