

Certified Personal Trainer & Events Coordinator Role:

Who we Are:

The IM ABLE Foundation, a nonprofit organization that is widely recognized as a leader in the inclusive adaptive fitness industry for the past 15 years, is growing. We are looking for a Certified Personal Trainer & Events Coordinator with a passion for helping others to improve their quality of life through fitness. Our inclusive and adaptive fitness program aims to help individuals access their greatest fitness potential. Guidance and education focus on adaptations unique to each client's needs and goals, regardless of ability level.

About the Role:

This is a part-time role responsible for individual and small group training and coordinating activities for the Foundations Demo Days, speaking engagements and programs.

Training Responsibilities:

- Provide one-on-one and small group personalized fitness instruction to able-bodied clients and individuals with intellectual and/or physical disabilities, while encouraging them to reach their fitness goals
- Ability to demonstrate each exercise and ensure client is performing correctly
- Ability and willingness to accommodate clients training schedules- nights and weekends as needed
- Conduct an initial assessment of client's ability to determine if the program is safe for them to participate and have them complete the required on-boarding paperwork
- Develop a tailored fitness plan based on the initial assessment that is focused on clients' goals that takes into account their physical abilities and track their progress and overall results
- Broad knowledge of various adaptive training techniques used to improve strength, cardiovascular endurance, balance and flexibility
- Schedule client training sessions and coordinate with gym staff as needed
- Collect and secure payments from clients as needed
- Able to conduct virtual based training sessions for clients unable to attend in person
- Maintain a clean and professional work environment
- Maintain accountability for training equipment, repairs and replacements as needed
- Source, schedule and conducting "Lunch & Learns" with hospitals, rehabs and other similar organizations within a 40-mile radius of the Foundation to bring awareness of the program and services to increase participation/client base

Demo- Days:

- Co-plan, schedule & manage Demo-Days. Strategize with team, source, contact by phone, email or networks parks, hospitals, Colleges, Sports Arenas, schools etc. to introduce IM ABLE Foundation and our Demo-Day program and to ask, request them to host/have a demo day event at their location
- Work with the Development Director in support of having the venue sponsor the demo day event
- Complete any necessary paperwork for the venue, ensure liability coverage and secure any permits required for the Foundation to have prior to the event taking place are completed on time
- Schedule a minimum of 1 up to 3 events per-month from March/April until Sept/Oct. for current year and following year if possible
- Assist with loading the trailer with the bikes and the necessary accessories for the event and with setting up the event site. Once the event is over, pack up the trailer
- Coordinate other support volunteers to assist as needed

Speaking Engagements:

- Plan, schedule & manage speaking opportunities: Strategize with team, source, contact by phone, email locations that would be interested in having Chris speak to their employees, executive team or at schools and other locations as identified by the team and an active search
- Work with the Development Director (Brian) in support of having the venue sponsor the speaking event
- Complete any necessary paperwork for the venue, ensure liability coverage and secure any related materials, documents, contracts or other requirements as needed prior to the speaking event taking place
- Schedule at a minimum of 1 to 2 speaking events per-month for current year and schedule out into the following year if/when possible
- Other support/admin as needed

IM FIT/OLFTF:

- Support the planning, volunteer management and participation of the program's weekly activities as needed
- Take pictures of participants
- Ensure participants are engaged
- Other duties as needed

Basic Qualifications:

- Bachelor's degree (preferably in exercise science, adapted physical education, or recreation therapy)
- Current CPR/AED certification (with hands-on practical skills component)
- Good communication skills; verbal, written, and technical
- Have a basic understanding of nutrition and healthy living practices
- Basic, working knowledgeable of a variety of exercise equipment and personal training methods for both able-bodied and adaptive
- Able to lift, push and pull up to 50 lbs.
- Ability to manage multiple tasks

Preferred:

- Certified personal trainer (preferably ATA AIT and/or ACSM/NCHPAD CIFT) or able to become certified within 6 months of hire
- Advanced knowledgeable of a variety of exercise equipment and personal training methods specific to training individuals with physical or cognitive challenges

Hourly Rate:

\$18.00 to \$22.00

You will be part of a team and supported in any of the above responsibilities as much as possible.

This is a part-time, hourly role with a minimum of 15 hours per week and not to exceed 20 hours per week.

You will be required to submit a weekly timesheet every other week outlining the activities of the week for Foundation reporting requirements.

**If you are qualified and interested, please send your resume to alex@imablefoundation.org