Fitness Graduate Assistant

PROGRAM OVERVIEW
Campus Recreation and Wellness at East Carolina University provides the following programs and services for the campus community: wellness, intramural sports, physical activity & fitness, informal recreation, club sports, adventure leadership programs, summer camps, and special events. Facilities include a state of the art 150,000 square foot Student Recreation Center; 30,000 square foot Health Sciences Student Center; an 18-acre multi-sport field complex; a team challenge course; and a 129-acre sports complex which includes eight sport fields, a six-acre lake, disc golf course, boathouse, walking/jogging trails, outdoor fitness equipment, sandy beach area, beach volleyball courts, and an Odyssey challenge course.

THE UNIVERSITY
East Carolina University is a constituent institution of the University of North Carolina System and has an enrollment of over 29,000 students, making it North Carolina’s fourth largest institution of higher learning. The main campus is adjacent to uptown Greenville, NC, a city of over 70,000 people. Greenville is the hub of the eastern North Carolina coastal plains and a business, medical, and educational center. It is 80 miles east of Raleigh, the state capital, accessible by highway and nearby airports, and within easy driving distance of coastal resorts.

REQUIREMENTS FOR CANDIDACY
Bachelor’s degree required from an accredited college or university. Preference is given to candidates specializing in fitness assessment, personal training, exercise science, and nearby airports, and within easy driving distance of coastal resorts.

SCOPE OF POSITION
As a result of this Graduate Assistant position, students will have the opportunity to gain the following core competencies based on the ACPA/NASPA Professional Competency Areas for Student Affairs Practitioners:

- **Human & Organizational Resources**: Includes knowledge, skills and attitudes used in the selection, supervision, motivation, and formal evaluation of staff; conflict resolution; management of the politics of organizational discourse; and the effective application of strategies and techniques associated with financial resources, facilities management, fundraising, technology use, crisis management, risk management and sustainable resources.

- **Leadership**: Addresses the knowledge, skills, and attitudes required of a leader, whether it be a positional leader or a member of the staff, in both an individual capacity and within a process of how individuals work together effectively to envision, plan, effect change in organizations, and respond to internal and external constituencies and issues.

Campus Recreation and Wellness empowers student employees to become leaders by gaining valuable experience within a departmental Student Staff Leadership framework.

RESPONSIBILITIES
The Fitness Graduate Assistant is expected to fulfill the following general responsibilities:

- Assist in the development, implementation, evaluation and assessment of fitness and physical activity programs, which may include classroom and residence hall presentations, workshops, special events (some may occur in the evening and on weekends).
- Assist in the recruitment, training and development, scheduling, supervising, and evaluation of fitness area employees such as Fit Trainers, Personal Trainers and Group Fitness Instructors.
- Conduct fitness area orientations, weight training educational workshops, or other fitness related sessions.
- Design and implement incentive programs for general fitness.
- Assist with the supervision and evaluation of undergraduate internships students placed in the department.
- Assist in the marketing and promotion of campus recreation events and activities.
- Assist in the research and purchase of fitness equipment.
- Assist in the assessment of campus recreation programs through various research tools.
- Assist with assessment, risk management and technology.
- Research health-related topics as assigned.
- Assist in the development of student leaders within fitness and physical activity.
- Work in close cooperation with multidisciplinary staff at Campus Recreation & Wellness and other Student Affairs and the campus community.
- Assist with administrative tasks and other duties as assigned.

DATES OF EMPLOYMENT & COMPENSATION

- Expected work dates are August 1, 2019 – December 13, 2019 and January 2, 2020 – May 1, 2020 (excluding all student observed holidays).
- Stipend of $10,500.00, for 9½ months. Professional development support available. Full In-State Tuition and Student Fees included. Out of state students are responsible for paying the amount of the difference between out of state and in-state tuition. Room and board is the responsibility of the incumbent.
- Additional opportunities are available for summer employment.
- This is typically a 2-year position with a satisfactory evaluation required to continue to second year.
- Position is open until filled. **PRIORITY APPLICATION DEADLINE: FEBRUARY 1, 2019.**
- Funding for this position is contingent on the continued availability of auxiliary funds.

APPLICATION PROCESS
To apply for this position please email cover letter, resume, and a list of three professional references to Suzanne McDonald at mcdonalds@ecu.edu or call 252-328-1568.

Federal Law requires proper documentation of identity and employability at the time of employment. It is requested that this documentation be included with your application. East Carolina University is an affirmative action, equal opportunity employer and as such encourages applications from qualified women and minorities.