



Trainer/Coach

Title: Trainer/Coach

Reports to: Director of Personal Training

Pay type: % Scale

Pay range: 60/40% split + commission

Job Summary/Overview:

This position is responsible for providing training services to clients/members of our facility. Trainers/Coaches at ADAPT are responsible for articulating our methodology succinctly to our clients/members at all times while in the facility. They are to contribute to programming buildout and expand their knowledge in the industry through in-house training and external research. Attending monthly team, trainer/coaches, and ADAPT CEU meetings are a requirement and a way to build community as well as enhancing both personal and professional toolboxes.

What We'll Accomplish Together:

As a team, we're committed to offering excellent professional services that help clients/members do more of the things they love. Your role and the work you do every day is at the very heart of our mission. This includes:

- Performing quality, training sessions that meet client/member needs within scope of practice and in accordance with training certification guidelines.
- Customizing training services within ADAPT's policies, protocols, and approved modalities to craft truly personalized sessions.
- Safeguarding the client/member experience, maintaining client confidentiality and upholding our commitment to safety.
- Embracing the ADAPT's core values of inspiring, educating and empowering.
- Protecting our workplace culture by recognizing and supporting team goals and building positive relationships with team members/peers.

What It Takes To Succeed:

We only succeed together, so we're looking for people with the passion and experience to be amazing. Those who thrive in this role are:

- **Well-skilled professionals** who have a minimum of 500 hours of group class training and/or personal training sessions. You'll also need to hold and maintain a nationally accredited certification within the movement science industry. A reference check will also be necessary.
- **Thirsty for knowledge**, seeking continuing education to build on their modality mastery
- **Clear communicators** who can effectively identify each clients/members needs, set clear expectations, and stay connected to the client/member throughout the session to achieve the goals of each service.
- **Total body care champions** who can recommend follow-up visits and additional services and products as needed to help clients/members pursue their wellness goals.
- **Great teammates** who show up on time ready to jump in wherever needed to get the job done.

Major Tasks and Responsibilities:

- Ensures the ADAPT experience for clients/members by maintaining the standards set by ADAPT's Mission Statement / Values, Standards and Expectations.
- Performs training services that meet the established guidelines for the type of session offering and that fulfill client/member expectations.
 - Create programming for the day when coaching a AM shift
 - Complete the week before class
 - If completing a PM shift; Trainer/Coach shall seek out AM shift Trainer/Coach to get rundown/logistics of programming to be instructed prior to shift.
 - Performing GC and/or SPT
 - Arrive 15 minutes before the start of their class
 - Set up needed equipment for programming
 - Login to MINDBODY and check in ALL attendees into MB at the start of class
 - Lookout for red alerts when checking members in
 - Billing failure
 - No membership
 - Login to Google to pull slides with workout and facility news/promotions
 - Go over upcoming facility news/promotions provided by marketing strategist at the beginning of each class
 - Administer a brief warm-up (0-10 minutes). During the warm-up period:
 - Demo and explain basic technique.
 - Maintain a friendly banter.
 - Guide clients through warm-up but don't over coach.
 - Workout explanation
 - Demo and explain in detail ALL items of workout.
 - Maintain a friendly banter. Use your personality.

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- Assesses for any contraindications of client/member that may prevent session from taking place.
- Meets the needs of the client/member at all times throughout the service.
- Understands and uses universal precautions when providing services.
- Workout
 - Coach clients/members efficiently and effectively. When necessary, stop the client and explain deeper about the movement and corrections that are needed. Be sure to correct that client/member before you move away.
 - Create an exciting training environment. (Theatrical)
 - Acknowledge, correct, and motivate each client multiple times throughout the workout. Clients/members should feel as if you were watching them the whole time.
- Post workout
 - Congratulate the client/member's efforts. (High fives, fist bumps, etc...)
 - Assist clients in picking up/sanitizing any used equipment.
 - Cool down and review the workout with the group as a whole.
 - Potential lead creation for other a la carte services such as CW, pilates, yoga, etc.
 - Review once again any necessary announcements. Last call to sign in clients to the MB app.
 - Record any necessary information onto MB through the "contact log" tab in clients/members profile, regarding training session clients/members or facility logistic management.
 - Prepare or leave space ready for next group/session.
- After coaching AM and/or PM shift
 - Clean, disinfect and put away any used equipment.
 - Walk through the facility and pick up/organize any facility equipment out of order.
- Must coach minimum of 5 sessions per week
 - Works assigned schedule and arrives and departs from their shift on time.
 - Begins and ends all sessions on time.
 - Schedule is set a month in advance, any changes to the schedule less than a month in advance must be done by the staff member

with other trainers. If unable to find coverage they are unable to request a day off.

- Maintains the highest level of product knowledge and has complete knowledge of all facility services presently offered as well as explain their benefits to clients/members.
- Answers clients/members' questions in a knowledgeable and professional manner.
- Suggests to client/member other beneficial services offered in the facility.
- Ensures that work areas are clean and set according to procedures.
- Informs Director of PT or other management personnel about product/facility needs.
- Creates and maintains client/member contact logs, when appropriate.
- Completes all assigned side work/tasks.
- Attends all scheduled meetings.
- Attends scheduled professional training.
- Reports any incidents or accidents to a member of the management team.
- Other duties as assigned.

Physical Requirements:

- Prolonged periods sitting at a desk and working on a computer.
- Prolonged periods standing and moving throughout the facility to demonstrate clientele programmed movements.
- Must be able to lift up to 45 pounds at times.

Compensation package

- Personal Training Fee Schedule
 - If under \$1,000 is received in the month the contractor will receive 50% of said revenue, ADAPT receives 50%
 - If \$1,000-\$1,999 is received in the month the contractor will receive 55% of said revenue, ADAPT receives 45%
 - If \$2,000-\$2,999 is received in the month the contractor will receive 60% of said revenue, ADAPT receives 40%
 - If \$3,000-\$3,999 is received in the month the contractor will receive 65% of said revenue, ADAPT receives 35%
 - If \$4,000+ is received in the month the contractor will receive 70% of said revenue, ADAPT receives 30%
- Commission on Membership Sales
 - Annual Memberships Commission:
 - 10% of 1st month membership
 - Enrollment Commission:
 - 50% of sold enrollment fee paid out monthly to contractor
- Additional compensation
 - Aflac ACC (Accidental Insurance) option
 - Facility memberships for both staff and loved one
 - Industry education drop-in class \$25 per month (email follow-up required).

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- ADAPT will pay the CEU for specific certifications, webinars or training that aligns with job roles and is found to be valuable for staff to attend and bring back information