



JOB OPENING

JOB TITLE	Healthy Living Coach
POSTING DATE	August 19, 2024
CLOSING DATE	Open until filled.
DEPARTMENT/DIVISION	Special Services/HAWK
EMPLOYMENT STATUS	Part-time/Temporary
START DATE & WORK SCHEDULE	ASAP This position is part-time, with 28 hours per week and a consistent schedule. Shifts may include nights and some weekends, are non-benefited, and must be 18 years old.
PAY RATE	\$13.50 - 15.50 per hour
PREVIOUS WORK EXPERIENCE	Previous work experience in customer service/fitness industry preferred.
EDUCATION, SPECIAL SKILLS & TRAINING	Exercise Certification is recommended. Basic first aid and CPR (adult, child & infant) Certification preferred; training will be provided. Excellent customer service skills. Good communication and organizational skills are required. Proficient computer skills including Microsoft Office, Internet, and social media required.
BASIC RESPONSIBILITIES	Greets members and check them into facility. The Healthy Living Coach will collect money for programs/services at the fitness center/front desk, check-in names of participants, fill out forms and enforce rules of fitness area. Also responsible for facilitating member involvement and relationship building, and monitoring activities in the Fitness Center. Assisting members with questions and concerns, providing equipment/facility orientations, goal setting, and educating pass holders on Hawk Personal/Small Group Training options. In addition, this position is responsible for maintaining cleanliness, organization, and safety of the Fitness Center and surrounding areas. Healthy Living Coaches are responsible for exemplifying professionalism, serving as a resource for members and guests and providing excellent customer service.
HOW TO APPLY	All candidates must complete a City of Farmington Hills employment application . Applications are located at www.fhgov.com or in the Human Resources Department at City Hall (31555 West Eleven Mile Road Farmington Hills, MI 48336). Please email the completed application and supporting documents to hr@fhgov.com or in person to the HR Department for consideration.

EQUAL OPPORTUNITY EMPLOYER