

**CITY OF NEW YORK
DEPARTMENT OF CORRECTION
Job Vacancy Notice**

Civil Service Title: Fitness Instructor	Level: I
Title Code No: 51225	Salary: \$23.00 – \$26.00 Frequency: HOURLY
Business Title: Personal Coach/Trainer (Part-Time)	Work location: 75-20 Astoria Boulevard East Elmhurst, New York 11370
Division/Work Unit: Application Investigations Unit	Number of Positions: 2
Job ID: 243835	Hours/Shift: Day

Job Description

The New York City Department of Corrections (DOC) provides for the care, custody, and control of persons accused of crimes or convicted and sentenced to one-year or less of jail time. The DOC manages 12 inmate facilities, nine of which are located on Rikers Island. In addition, the department operates two hospital prison wards (Bellevue and Elmhurst hospitals) and court holding facilities in Criminal, Supreme, and Family Court in each borough.

The Applicant Instigation Unit (AIU) is searching for a pro-active team leader that is interested in changing lives through health and fitness. The ideal candidate must be able to walk and/or stand in an assigned area for approximately eight (8) hours continuously. Applicants should be excited for the opportunity to build and grow a thriving fitness center focused on leading candidates to successful completion of the YCD academy. Typical tasks include but are not limited to the following:

- Assist in monitoring, measuring, and reporting candidate's retention within the fitness site;
- Prepare physical fitness manual;
- Conduct week and/or weekend training courses;
- Contribute to team effort by accomplishing related result;
- Ensure that timely and accurate information is provided to both potential CO candidates and staff;
- Perform administrative functions which may include copying, filing, faxing and preparation of candidate file folders.

Qualification Requirements

Certifications in First Aid and CPR (cardiopulmonary resuscitation) issued by the American Red Cross or other organization having an equivalent certification program recognized by the employing agency, and:

1. A Baccalaureate degree from an accredited college with a major in nutrition, exercise physiology, health and fitness, physical education or a closely related field, plus 4 years of full-time paid experience in one or more of these areas, 1 year of which must have been in teaching exercise techniques; or
2. An Associate degree from an accredited college with a major in nutrition, exercise Physiology, health and fitness, physical education or a closely related field, plus 6 years of full-time paid experience in one or more of these areas, 1 year of which must have been in teaching exercise techniques; or
3. Education and/or experience equivalent to "1" or "2" above. A Master's degree in the above fields may be substituted for 1 year of experience. However, all candidates must have at least an Associate degree and 1 year of paid experience teaching exercise techniques.

Preferred Skills

A degree in Exercise Science, Exercise Physiology, Human Movement, Physical Education, Athletic training or a similar degree. In addition to this, the individual should hold a credible certification such as the American College of Sports Medicine (ACSM), National strength and conditioning Association (NSCA), Louka tactical Police Wellness Instructor (PWI), USA weightlifting (USAW) certification, National Association of Sports Medicine (NASM), Fitforce or similar. Maintain a high level of confidentiality; excellent writing, communication, and organizational skills. Knowledge of MS Office proficiency (Word, PowerPoint, Outlook, and Excel): knowledge of DOC medical standards regarding Agility testing. Certified physical fitness trainer.

Residency Requirements

New York City residency is generally required within 90 days of appointment. However, City employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

To Apply

For City employees: Go to Employee Self-Service (ESS) - www.nyc.gov/ess and search for Job ID# **243835**

For all other applicants: Go to <https://a127-jobs.nyc.gov> and search for Job ID# **243835**

Submission of a resume is not a guarantee that you will receive an interview.

Only those candidates under consideration will be contacted.

Post Date: 6/24/16

Post Until Filled: 12/20/16

The New York City Department of Correction and The City of New York are Equal Opportunity Employers