



## **Fitness and Wellness Internship Job Description**

### **About the Center of Wellness for Urban Women (CWUW)**

Center of Wellness for Urban Women (CWUW) empowers women and their families living in urban communities to take action for their health and well-being through education, advocacy, prevention, and care. By helping women create a culture of wellness using the 7 Dimensions of Wellness, women and their families develop skills and tools to address all aspects of their lives to improve their quality of life and make better lifestyle choices.

### **Position Description**

The Fitness & Wellness Intern is essential in developing and coordinating aspects of the Sisters Together and Power of Retreat programs, specifically group fitness and mindfulness modalities (yoga, meditation, etc). They will assist in the recruitment and marketing/promotion of the program. The Fitness & Wellness Intern reports to the Wellness and Health Equity manager and works closely with the coordinators of the Sisters Together program.

### **Specific Qualifications:**

- Current Group Fitness and Personal Trainer certification through a nationally recognized organization (AFAA, ACE, ACSM ACE, NASM, ACSM, etc.) - or in the process of receiving these certifications.
- CPR and AED certified
- Experience teaching group fitness, wellness classes, and personal training

### **SPECIFIC DUTIES & RESPONSIBILITIES:**

- Assist with special event programming, implementation, and evaluation of programs
- Monitor group class attendance
- Coordinate participant evaluations/surveys for group fitness classes
- Assist with scheduling communications/conflicts among the Group Fitness Instructors
- Lead yoga or fitness classes, including walking groups
- Evaluate, implement, and maintain Risk Management Plan
- Keep accurate documentation of duties performed

### **Hours, Start Date, and Duration**

UNPAID position • Available to work weekdays and evenings. A firm commitment of 15-20 hours per week is required. The internship will start at a mutually agreed-upon date and may continue through the 2023/2024 academic year, depending on mutual interest and satisfactory performance.

## **How to Apply**

To apply for the position, please submit a cover letter, resume, and one-page writing sample by email to [rbayless@cwuwonline.org](mailto:rbayless@cwuwonline.org) (please put "Fitness Intern" in the subject line. The position is available for immediate placement, with applications considered on a rolling basis. Candidates are encouraged to submit applications as early as possible. **No phone calls, please.**

While the above describes the position's essential functions, other duties may be assigned.

***Center of Wellness for Urban Women is an equal-opportunity employer.***