Position Overview
The Graduate Assistant of Fitness & Wellness collaborates with the Associate Director, undergraduate student Fitness Supervisors, Fitness Instructors, Personal Trainers and Massage Therapists to promote and manage a comprehensive fitness and wellness program.

Department Mission
The Department of Campus Recreation provides quality recreational opportunities to all members of the William & Mary Community to enhance and foster a lifelong appreciation for health, wellness and recreation.

Position Type
- Masters Level
- Doctoral Level
- Full-time (20 hours/week)
- Part-time (10 hours/week)

Compensation / Benefits
- This assistantship qualifies a full-time student for the 2018-19 in-state tuition waiver.
- Total financial package = In-state tuition + $4,000 stipend

Position Elements
- Mostly 9 a.m. - 5 p.m. work
- Occasional night/evening work
- Frequent night/evening work
- Weekend work: Sometimes
- Hires student workers
- Supervises / evaluates student workers
- Frequent student interaction
- Leads training sessions for students
- Advises individual students
- Advises student organizations
- Budget management
- Event/program management
- Independent work
- Collaborative / group work
- Conference/workshop funding available
- May take internship at same time as GA
- Opportunity for committee work
- Opportunity for summer employment
Job Responsibilities

- Assist with the hiring, training, supervision, evaluation and scheduling of the student Fitness and Wellness staff (approximately 40-50 student personal trainers and fitness instructors).
- Organize continuing education and leadership development opportunities for the Fitness and Wellness staff.
- Work an average of 20 hours per week, including one night shift per week and occasional nights and weekends for special events.
- Plan and implement various Fitness and Wellness special events and programs.
- Assist with marketing for the Fitness and Wellness program (including making fliers, posters, updating the website and social media - such as Facebook).
- Assist with assessment of the Fitness and Wellness program.
- Manage payroll for the student staff.
- Manage scheduling of the fitness studios in the Student Recreation Center.
- Attend and contribute to the Fitness and Wellness, Campus Recreation and Student Affairs staff meetings.

Preferred Qualifications

- Campus Recreation Experience Preferred
- CPR/AED, First Aid Certified (on-the-job training is available, also)
- National Fitness Certification in Group Fitness or Personal Training (on-the-job training is available, also)

Learning Outcomes

- Create an inclusive, positive and engaging environment for all fitness & wellness employees and patrons
- Learn the facets of program planning, management, delivery, and assessment
- Gain experience in hiring, training and evaluating student employees
- Establish an understanding of the campus recreation and other student affairs professions
- Develop essential leadership and student development skills

Direct Supervisor

Jennifer Ruehrmund
Associate Director of Campus Recreation
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Interested applicants are welcome to contact the supervisor with any questions.