

DIABETES FITNESS COORDINATOR ASSISTANT

Position Announcement
(Tribal Members/In-House)

BACKGROUND:

The Diabetes Fitness Coordinator Assistant works with the Diabetes Fitness Coordinator to promote and maintain the health of Tribal Members residing on the reservation.

TITLE:	Diabetes Fitness Coordinator Assistant
DEPARTMENT:	Community Health Representative (CHR)
SUPERVISOR:	Diabetes Fitness Coordinator
OPENS:	August 30, 2017
CLOSES:	September 8, 2017
STATUS:	Part-Time (20 hours week), No Benefits/Position ends Dec. 31, 2017
SALARY:	\$9.00 hr

DUTIES & RESPONSIBILITIES:

- Individual in this position will be responsible for opening and closing the gymnasium and fitness rooms on a daily/nightly basis and willing to work weekends on occasion.
- Assist individuals in their workout routines. Develop age appropriate exercise classes and lead tribal members in these activities on a daily basis.
- Maintain the cleanliness of the gym and workout rooms in the building. Ensure equipment is maintained and operating properly.
- Instruct and demonstrate for individuals the proper use of the equipment. Keep attendance records for facility use each day.
- Ensure that a liability waiver has been signed by each individual using weight lifting and exercise equipment and that waiver is on file.
- Provide transport for Fitness Friday Kids. Provide First Aid to anyone injured at the facility.
- Must have a desire to promote a healthy life style through physical fitness strategies designed to improve the overall health of community members and staff at the Kaibab Paiute Tribe.
- Monitor activities at the gym to ensure the safety of and proper use of equipment at all times.

MINIMUM QUALIFICATIONS:

- Become CPR and First Aid certified within four (4) months of hire.
- Work well with all ages of individuals as well as groups.
- Candidate must be able to organize physical fitness strategies, exercise classes and activities for all ages.
- Maintain the goal of improving the overall health and well being of tribal members and staff by helping to achieve healthy lifestyles.
- Must have GED/High School Diploma. Must be able to pass a background check as well as possess a valid drivers' license and be insurable.

DRUG-FREE WORKPLACE POLICY:

The Kaibab Paiute Tribe is committed to providing a drug-free workplace for its employees, volunteers and the community it serves. By Kaibab Paiute Tribe policy, this position requires pre-employment drug testing. Employment applications are available online– www.kaibabpaiute-nsn.gov or at the Tribal Affairs Building located on 1 North Pipe Springs Road Fredonia, AZ 86022. Interested applicants must return completed applications for consideration. For more information, contact the Human Resource Director, Kim Nuttall at (928) 643-7245.

THE KAIBAB PAIUTE TRIBE IS AN EQUAL OPPORTUNITY EMPLOYER AND ADHERES TO
THE INDIAN PREFERENCE ACT