

Health & Fitness Director

The Edlavitch DC Jewish Community Center is seeking a full-time Health & Fitness Director to oversee our fitness, aquatics and wellness programs. Located at the corner of 16th and Q Streets NW, the EDCJCC boasts a 2,700 square foot fitness center and 20-yard indoor pool, and currently serves 1000+ Fitness members and 300+ Early Childhood, Youth and Family members through its fitness center and aquatics program.

The Health & Fitness Director is responsible for directing, supervising, growing, and maintaining all aspects of the fitness and wellness programs of the Edlavitch DCJCC.

They are responsible for ensuring that the EDCJCC maintains the highest standard of safety and cleanliness for the fitness facilities.

The Health & Fitness Director will create and implement creative new programs and services that build and strengthen community connections among members, promote fitness, health, and recreation, and can be a source of new revenue for the EDCJCC.

The Health & Fitness Director supervises the full-time Aquatics Manager, full and part-time fitness floor staff, group fitness instructors, and personal trainers. They report to the Director of Membership and Guest Services.

Key Responsibilities:

- Develop, coordinate, and administer fitness programs for EDCJCC members for all age groups including classes, programs, special events, etc.
- Actively identify and implement new fitness and wellness program revenue streams.
- Identify areas for growth by evaluating the effectiveness and impact of fitness and wellness programs.
- Work collaboratively with colleagues across the EDCJCC to promote programs and look for opportunities for collaborations to meet the needs and interests of the EDCJCC community more effectively.
- Build partnerships in the community that enhance the EDCJCC's health and fitness offerings and continue to evaluate the department's offerings relevant to the community needs and fitness trends.
- Foster a welcoming, safe, well-rounded environment for all participants in the EDCJCC's fitness programs and facility.
- Supervise, support and train a team of aquatics staff, group fitness instructors, personal trainers, and fitness floor staff.
- Build relationships and maintain ongoing and effective communication with members and participants in fitness center, group fitness programs and other fitness related programs.

- Manage supplies and equipment for fitness facilities and ensure that equipment is properly maintained.
- Build and maintain schedules for facility staffing and classes as well as for maintenance and usage of equipment.
- Prepare and actively manage annual fitness budget. Manage and approve staff timecards, payroll, hours, and shifts.
- Maintain vendor relationships and ensure ongoing maintenance to health and fitness equipment and facilities and compliance with all safety regulations.
- Other duties as assigned.

POSITION REQUIREMENTS:

The Health & Fitness Director is expected to be innovative, imaginative and provide a positive role model for members and other staff. They must be detail oriented and well organized, with the ability to plan activities and schedules several months in advance. This person must be flexible and able to handle multiple projects at the same time. **It is understood that this position will require evening and weekend hours.** This position requires independent judgment, initiative, and advanced administrative skills.

QUALIFICATIONS:

- B.S. degree in Fitness, Exercise Science or related field
- 3-5 Years Managerial Experience.
- Certifications in: First Aid / CPR / AED / ACE / NSCA / ACSM
- Knowledge of and prior experience in the fitness industry
- Strong organizational skills, good communication skills
- Friendly outgoing attitude and ability to work well with others toward a common goal.

POSITION DETAILS:

- This is a full-time position that will report to the Director of Membership and Guest Services.
- Salary range: \$75,000 - \$80,000.
- The Edlavitch DCJCC offers a comprehensive benefits package (health insurance, retirement plan, life insurance and long-term disability) as well as membership and discounts for key JCC programs.

To Apply: Send a resume and cover letter addressed to Tena Howell to jobs@edcjcc.org.

About the Edlavitch DCJCC:

Guided by Jewish values and heritage, the Edlavitch DCJCC engages individuals and families through its cultural, recreational, educational, and social justice programs by



welcoming people of all backgrounds to connect, learn, serve, and be entertained together in ways that reflect the unique role of the Center in the nation's capital.