

UNIVERSITY OF MARYLAND  
SUMMER 2024/FALL 2024/SPRING 2025  
FEDERAL WORK-STUDY SUPERVISOR'S STUDENT REQUEST

(Supervisor's On-line Orientation and Supervisor Acknowledgement Checklist must also be completed) <http://www.umaryland.edu/workstudy>

**TO PARTICIPATE IN THE FWS PROGRAM THERE MUST BE A SUPERVISOR AND AN ALTERNATE SUPERVISOR**

**Please attach a job description for this FWS position.**

Could this work-site be considered as Community Service? Yes \_\_\_\_\_ No X \_\_\_\_\_

UMB Department URecFit and Wellness  
(Full Name of Department)

Off-Campus Agency \_\_\_\_\_  
(Full Name of Agency- For Off-Campus Positions Only)

Address SMC Campus Center 621 West Lombard Street, Baltimore, MD 21201

Telephone 410-706-5355 Fax No. 410-706-1472

Work Study Supervisor's Full Name James J Mszanski Jr

Work Study Supervisor's Title Associate Director

E-mail Address jmszanski@umaryland.edu

Alternate Supervisor's Full Name Eric Barron

Alternate Supervisor's Title Director

E-mail Address eric.barron@umaryland.edu

Job Title Group Fitness/Personal Trainer

Job Function:  Technical  Administrative  Research Lab  Research Clinical  Tutor X  Program Admin.

Completion of this request form does not guarantee the department/agency will have a Federal Work-Study student employee. The person who signs this form must also sign the student's Job Certification Form and approve the biweekly payroll timesheets. If a student exceeds their maximum FWS award, the supervisor's department is responsible for paying 100 percent of the over award.

*Return completed form to:*

E-Mail: [FWS@umaryland.edu](mailto:FWS@umaryland.edu)

Phone: 410-706-7347

**Office of Student Employment; University Of Maryland, Baltimore; 601 W. Lombard St, Suite 221;  
Baltimore, MD 21201**

## Group Fitness Instructor

### Job Description

**Department:** University Recreation & Fitness (URecFit and Wellness)

**Schedule:** Temporary/Non-benefited

**Shift:** Varies. Mostly weekday with evening and weekend work required.

**Hours:** Department Specific

**Type:** Non-exempt

**Compensation:** See matrix

### **PRIMARY DUTIES**

Under the supervision and direction of the Senior Assistant Director:

1. Develop safe and effective exercise classes for groups at various fitness levels.
2. Plan routines, select music and choose appropriate movements for various muscles.
3. Offer useful, tactful and safe advice to individuals regarding their class participation and use of equipment.
4. Provide safe and effective instruction of equipment during class.
5. Conduct consultations as needed and assess the training need of each participant.
6. Maintain fitness equipment as needed and report unsafe conditions.
7. Attend all in service trainings and meetings.
8. Seek client feedback continuously.

### **MINIMUM QUALIFICATIONS**

- High School Diploma or GED. Kinesiology, Sports Medicine or related Bachelor's degree preferred.
- ACE, ACSM, AFAA, CSCS, NASM or comparable Group exercise certification (must keep current)
- Applicants must pass a background check.

### **REQUIRED SKILLS AND ABILITIES**

- Outstanding communication, interpersonal and customer service skills.
- Knowledge of safe exercise technique and group exercise principles.
- Ability to operate and troubleshoot audio equipment.
- Ability to prepare routine administrative paperwork.
- CPR & AED certified or willingness to obtain.

**To be considered for this position, please forward your resume to: [urecfitwellness@umaryland.edu](mailto:urecfitwellness@umaryland.edu)**

*The University of Maryland, Baltimore is an Equal Opportunity/Affirmative Action Employer. Minorities, women, veterans and individuals with disabilities are encouraged to apply.*