

**CONFEDERATED SALISH AND KOOTENAI TRIBES
OF THE FLATHEAD NATION
PO BOX 278
PABLO MT 59855
(406) 675-2700
PERSONNEL OFFICE FAX: (406) 226-2562
WEBSITE ADDRESS: csktribes.org
E-mail melanie.piedalue@cskt.org**

******V A C A N C Y A N N O U N C E M E N T******

TITLE: Fitness Specialist (1 or more positions)

LOCATION: Tribal Health Department – Various locations

SALARY: \$17.68 – \$20.32, plus benefits (May be employed under contract)

CLOSING DATE: Thursday, June 6, 2024 at 5:30 p.m. (MST)

This is a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. **The successful applicant, if not already employed by the Tribes must pass a pre-hire drug test and serve a mandatory six (6) month probationary period.**

The Fitness Specialist is a technical position in Tribal Health Department that is responsible for assisting in diabetes awareness programs, providing health related education activities, community development programs, providing personal exercise programs, and youth fitness programs.

- Provide and develop fitness evaluations for clients.
- Provide personal exercise programs for clients.
- Provide and develop fitness activities for Fitness Centers, in the fitness centers and community.
- Managing the Tribal Fitness/Community building, scheduling usage, collecting fees, securing the building and enforcing policies, rules and regulation set by THD.
- Provide clients with diabetes, cardiovascular and other health issues with assistance to develop exercise program to improve health related behavior.
- Become a health advocate for all ages and provide information to the public, promoting healthier lifestyle across the life span, an awareness of disease prevention, and encourage youth to become more active.
- Health promotion through training sessions, workshops and community activity programs.
- Support department head, program manager, and tribal leaders in identifying and evaluating current health related problems and issues.
- Teach group fitness classes.
- Maintain the fitness equipment and insure that the fitness center is well kept and safe.
- Assist with the Car Seat Program in conjunction with SOAR program
- Track monthly usage of the fitness centers and gyms for both Tribal Health beneficiaries and non-beneficiaries. Complete monthly reports with this information for the Health and Wellness Coordinator, Health and Wellness Division Director, and the Tribal Health Administration.
- Monitor blood sugars and blood pressure for high risk groups and individuals, document all results in client's confidential files, and report any abnormal findings to the Diabetes Program Nurse for follow up.
- Complete all required documentation.

- Other duties as assigned.
- *Request a copy of position description for full details.*

MINIMUM RECRUITING QUALIFICATIONS AS REFLECTED ON TRIBAL EMPLOYMENT APPLICATION:

- High School Diploma or GED.
- Prefer a 2-year degree in health-related field.
- 2 years' experience in coaching, teaching fitness activities, working with the public in recreation or in a related field will be acceptable.
- Certification as a Group Fitness Instructor or Personal Trainer will be completed within 6 months of hire.
- Must have First Aid/CPR certification or obtain within thirty (30) days.
- Must have current valid driver's license.
- Must pass background investigation.

SUBMIT:

1. Completed Tribal employment application.
2. Copy of academic transcripts, certifications, licensure, etc.
3. Copy of driver's license.
4. Proof of enrollment from a federally recognized Tribe if not from CSKT.
5. If claiming veteran's preference, a copy of the DD214 must be submitted.

SUBMIT ALL OF THE ABOVE TO: Personnel Office, PO Box 278, Pablo MT 59855, Telephone (406) 675-2700 Ext. 1040, or personnel@cskt.org

FAILURE TO SUBMIT ALL OF THE ABOVE INFORMATION WILL RESULT IN IMMEDIATE DISQUALIFICATION DURING THE SCREENING PROCESS

FOR MORE INFORMATION: Contact Paul Phillips at THD (406) 675-2700 Ext. #5209