

## **Join the City of Medicine Hat as a Fitness Coordinator**

**Permanent | Full-Time | On-site**  
**Starting at \$39.97 /hour**

Are you passionate about health, wellness, and helping others achieve their fitness goals? The City of Medicine Hat is seeking a Fitness Coordinator to lead the planning, delivery, and evaluation of fitness and wellness programs at our recreation facilities.

In this role, you'll oversee the planning and delivery of fitness and wellness programs that serve a diverse range of participants across our recreation facilities. This role combines staff leadership, program development, facility operations support, and community engagement. You'll work closely with fitness staff, community partners, and internal teams to create safe, inclusive, and high-quality experiences that encourage active living and support the health and wellness goals of our community.

We're a team that believes how we work is just as important as the work we do. Grounded in our values - Own It, Team Up, Be Curious, and Service with Care - we're committed to delivering meaningful impact for our community while supporting each other along the way.

### **How you'll own it**

- Plan, coordinate, deliver, and evaluate fitness and wellness programs and services.
- Supervise, coach, schedule, and support fitness staff to ensure high-quality program delivery and customer service.
- Monitor program participation, performance, and trends to support continuous improvement and community needs.
- Support facility operations and ensure programs are delivered safely, efficiently, and in accordance with established standards.
- Assist with budgeting, program administration, record keeping, and reporting requirements.
- Build and maintain positive relationships with community partners, user groups, and internal teams.
- Promote fitness and wellness opportunities that encourage healthy, active lifestyles for residents.
- Ensure compliance with applicable health, safety, and operational requirements.
- Contribute to the development of new fitness programs, services, and initiatives aligned with community interests and industry trends.

### **What you bring**

- Strong knowledge of fitness programming, exercise instruction techniques, health and wellness principles, evaluation protocols, and injury prevention.
- Understanding of current trends, emerging practices, and innovations within the fitness and wellness industry.
- Proven leadership and supervisory skills with the ability to coach, mentor, motivate, and develop staff.
- Strong organizational and administrative abilities, including budgeting, scheduling, and record management.
- Excellent interpersonal and customer service skills, with the ability to build positive relationships with participants, community partners, and colleagues.
- Ability to manage multiple priorities and adapt to changing operational requirements.
- Strong communication skills, both written and verbal.
- Proficiency with Microsoft Office applications and other computer-based systems.
- Commitment to creating safe, inclusive, and welcoming recreation environments.
- Ability to work flexible schedules, including evenings and weekends, as operationally required.

## **Qualifications**

- Successful completion of a Degree in Kinesiology, Exercise Physiology, Exercise Sciences, or a related field from a recognized post-secondary institution.
- Three (3) years of experience in fitness and wellness programming or a related field, including one (1) year of supervisory experience.
- Current CPR and Emergency First Aid certifications.
- Current Personal Trainer Certification.
- Current Alberta Fitness Leader Certification.
- Must possess and maintain a valid Class 5 Driver's License, with an acceptable driving record.
- An equivalent combination of management-approved education and experience may be considered.
- This position has been identified as Safety Sensitive and requires the completion of a satisfactory pre-employment drug screen, which includes testing for cannabis use.
- Successful completion of a Vulnerable Sector Check and Intervention Record Check is required as a condition of employment.

## **Why you'll love working with us**

We show up with accountability, care, and teamwork — every day, with every person. Our values guide how we work together, serve our community, and support one another so we can deliver exceptional public service.

- **Collaborative team culture:** Be part of a supportive environment where we **Team Up** to deliver great community outcomes.
- **Career growth and development:** We encourage you to **Be Curious**, offering training and development that fosters continuous learning.
- **Competitive total rewards: We Own It** by offering comprehensive benefits, pension, health and dental coverage, and competitive compensation.
- **Flexibility & work life balance:** Our commitment to **Service with Care** includes supporting your wellbeing at work and at home.

**#brightideas**