



West Valley-Mission
Community College District

CLASS SPECIFICATION

INSTRUCTIONAL TECHNICIAN – STRENGTH AND CONDITIONING

Classified Position (Non-Exempt Status)

Classified Office, Technician & Business Services Salary Schedule – Range 56

DEFINITION

To establish and maintain strength and conditioning programs for all sports; to improve athletic performance, reduce athletic injuries, and teach lifelong fitness and movement skills; to devise training plans based on sound scientific principles; to supervise training sessions, evaluate athletes, and maintain athlete records; to collaborate with sport coaches, faculty, and sports medicine staff; and to ensure the safe and professional operation of the strength and conditioning facility.

DISTINGUISHING CHARACTERISTICS

This is the journey level in the single level Instructional Technician class. Employees at this level receive only occasional instruction or assistance as new, unusual or unique situations arise and are fully aware of the operating procedures and policies within the work unit.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from an assigned manager.

EXAMPLES OF ESSENTIAL DUTIES - Duties may include, but are not limited to, the following:

Prepare materials, set up, and disassemble the weight room according to prescribed schedule.

Prepare and customize strength and conditioning programs specifically related to a sport.

Set up, operate, and demonstrate the use of specialized strength training equipment.

Organize equipment, devices and apparatus in the weight room for ease of location and use; apply appropriate labeling.

Maintain a clean, neat, and safe weight room.

Communicate with faculty regarding operations, procedures, and equipment.

Maintain appropriate inventory of supplies and equipment; procure quotes for new equipment and supplies; track and monitor equipment checkout; issue and distribute instructional materials for faculty and student use in weight room.

Repair minor defects in equipment; coordinate major equipment repairs with Athletics Operations Technician and external vendors.

Research new equipment and latest strength and conditioning trends in fitness/athletics industry.

Build and maintain positive working relationships with co-workers, other district employees, students, and the public using principles of good customer service.

Foster an environment that embraces diversity, integrity, trust, and respect.

Be an integral team player, which involves flexibility, cooperation, and communication.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Health and safety precautions used in a weight room.

Operation, maintenance, and repair of specialized equipment and materials used in a weight room.

Methods and techniques of conditioning and strength training.

Modern office procedures, systems, and equipment.

Ability to:

Ability to demonstrate the appropriate skills and techniques to be used by the athletes.

Ability to visually monitor athletes.

Sitting, standing, lifting and carrying up to 50 pounds; reaching, squatting, climbing stairs, kneeling, and moving equipment/boxes up to 50 lbs.

Train and direct the work of student assistants.

Operate and maintain an instructional weight room at a community college.

On a continuous basis, know and understand operations, and observe safety rules.

Intermittently analyze problem equipment; identify and locate equipment and supplies; interpret schedules and lab descriptions; remember equipment location; and explain jobs to others.

Provide technical support for instructors and students in an instructional lab environment.

Maintain a clean and safe lab environment.

Maintain records and prepare reports.

Use sound judgment in recognizing scope of authority.

Operate and use modern office equipment including computers and applicable software.

Maintain regular attendance and adhere to prescribed work schedule to conduct job responsibilities.

Utilize appropriate safety procedures and practices for assigned duties.

Communicate effectively orally and in writing.

Relate effectively with people of varied academic, cultural, and socio-economic backgrounds using tact, diplomacy, and courtesy.

Establish and maintain effective, cooperative and collaborative working relationships with others.

Experience and Education

Any combination of experience and education that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience

Two years of responsible experience in a weight room or fitness studio.

Education:

Equivalent to an Associate's degree from an accredited college with major coursework in Kinesiology or a related field.

License and Certificate

Possession of, or ability to obtain a valid CSCS or NASM certification.

Possession of, or ability to obtain a valid CPR certification.

EEO Category: Technical/Paraprofessional

Date Approved: 8/22/2024

DocuSigned by:
Eric Ramones
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Eric Ramones

Vice Chancellor, Human Resources